

(b) (6)

(b) (6)

Saturday, December 1, 2018 – Monday, December 31, 2018

Time zone: (UTC-05:00) Eastern Time (US & Canada)

(Adjusted for Daylight Saving Time)

December 2018

Su Mo Tu We Th Fr Sa

						<u>1</u>
<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
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<u>23</u>	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>
<u>30</u>	<u>31</u>					

■ Busy

▨ Tentative

□ Free

■ Out of Office

▤ Working Elsewhere

□ Outside of Working Hours

December 2018

▲ Sat, Dec 1

<input type="checkbox"/>	Before 10:30 AM	Free
<input checked="" type="checkbox"/>	10:30 AM – 1:30 PM	Annual CBS Brunch to begin festivities of the Kennedy Center Honors (Business Attire) The Hay Adams (16th and H Streets NW, Washington, DC)
<input type="checkbox"/>	After 1:30 PM	Free

▲ Sun, Dec 2

<input type="checkbox"/>	All Day	Free
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▲ Mon, Dec 3

<input type="checkbox"/>	Before 7:30 AM	Free
<input checked="" type="checkbox"/>	7:30 AM – 10:00 AM	Personal

■	10:00 AM – 10:30 AM	Daily Briefing Administrator's Office (b) (6)
■	10:30 AM – 11:00 AM	Pre-brief for National Religious Partnership for the Environment Meeting Administrator's office (b) (6)
■	11:00 AM – 11:30 AM	Pre-brief for Governing Council of the US-Canada Regulatory Cooperation Council Meeting Administrator's office (b) (6)
□	11:30 AM – 12:00 PM	Free
■	12:00 PM – 1:00 PM	Lunch with Assistant Attorney General, Jeff Clark (b) (6)
□	1:00 PM – 1:30 PM	Free
■	1:30 PM – 2:00 PM	Weekly Check-in Call with Francis Brooke Administrator's Office (b) (6)
■	2:00 PM – 3:00 PM	Senior Staff Meeting Alm Room (b) (6)
■	3:00 PM – 3:30 PM	Meeting with Sen. Rick Santorum, Jeff Blackard, and David Cardenas Administrator's office (b) (6)
■	3:30 PM – 4:00 PM	Depart for Capitol Hill
■	4:00 PM – 6:15 PM	Arrival Ceremony and Lying in State in the Rotunda for George H.W. Bush (b) (6) Capitol Rotunda
□	6:15 PM – 6:25 PM	Free
■	6:25 PM – 6:50 PM	Depart for Americans for Tax Reform Dinner
■	6:30 PM – 8:30 PM	Americans for Tax Reform Dinner Event (6:30PM-Cocktails/7PM- Dinner) 722 12th St. NW (b) (6)
□	After 8:30 PM	Free

▲ Tue, Dec 4

□	Before 8:00 AM	Free
□	8:00 AM – 8:15 AM	Free
■	8:15 AM – 9:00 AM	Scheduling Meeting Administrator's Office (b) (6)
■	9:00 AM – 9:30 AM	Briefing: WOTUS update Administrators office (b) (6)

■	9:30 AM – 10:00 AM	Briefing: Final Pharmaceuticals Rule Alm Room (b) (6)
□	10:00 AM – 10:15 AM	Free
■	10:15 AM – 10:45 AM	Pre-brief for 111(b) Proposal Announcement Adminsitrator's office (b) (6)
□	10:45 AM – 11:00 AM	Free
■	11:00 AM – 11:30 AM	Meeting with Shockwave, LLC Administrator's office (b) (6)
□	11:30 AM – 11:55 AM	Free
■	11:55 AM – 12:00 PM	Drop-By: EPA Tribute to Samuel F. Brown Green Room
■	12:00 PM – 12:30 PM	Meeting with National Religious Partnership for the Environment Administrator's office (b) (6)
■	12:30 PM – 2:00 PM	Executive Planning
■	1:00 PM – 2:00 PM	Personal
■	2:00 PM – 2:15 PM	Remarks at Peter Grevatt's Farewell Map Room (b) (6)
■	2:15 PM – 2:45 PM	Briefing: General Discussion Administrator's office (b) (6)
■	2:45 PM – 3:00 PM	Depart for Convention Center (b) (6)
■	3:00 PM – 4:00 PM	Meeting with Governing Council of the US-Canada Regulatory Cooperation Council, Room 142 DC Convention Center (801 Mt. Vernon Place NW, Washington DC 20001) (b) (6)
□	4:00 PM – 4:10 PM	Free
■	4:10 PM – 4:20 PM	Depart for office
□	4:20 PM – 4:30 PM	Free
■	4:30 PM – 5:00 PM	Meeting with Alan Armstrong, Williams CEO Administrator's office (b) (6)
□	After 5:00 PM	Free

▲ Wed, Dec 5

□	Before 8:00 AM	Free
□	8:00 AM – 8:45 AM	Free
■	At 8:45 AM	Arrive at White House East Executive Avenue
□	8:45 AM – 9:15 AM	Free
■	At 9:15 AM	Bus departs from WH for National Cathedral

<input type="checkbox"/>	9:15 AM – 11:00 AM	Free
<input checked="" type="checkbox"/>	11:00 AM – 1:00 PM	President George H. W. Bush Funeral Service (Business Attire) National Cathedral
<input type="checkbox"/>	1:00 PM – 1:30 PM	Free
<input checked="" type="checkbox"/>	At 1:30 PM	Bus will arrive back at WH by 1:30PM
<input type="checkbox"/>	1:30 PM – 5:00 PM	Free
<input type="checkbox"/>	5:00 PM – 6:30 PM	Free
<input checked="" type="checkbox"/>	6:30 PM – 8:30 PM	Holiday Reception hosted by Secretary McMahon (b) (6)
<input type="checkbox"/>	After 8:30 PM	Free

▲ Thu, Dec 6

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:30 AM	Weekly Meeting with AA's Alm Room (b) (6)
<input type="checkbox"/>	9:30 AM – 10:00 AM	Free
<input checked="" type="checkbox"/>	10:00 AM – 10:30 AM	Meeting with Environmental and Ecology, Inc Administrator's office (b) (6)
<input checked="" type="checkbox"/>	10:30 AM – 11:00 AM	Briefing: Climate Science Administrator's Office (b) (6)
<input type="checkbox"/>	11:00 AM – 11:15 AM	Free
<input checked="" type="checkbox"/>	11:15 AM – 11:30 AM	AAW remarks at Office of Mission Support Meeting Green Room (b) (6)
<input checked="" type="checkbox"/>	11:30 AM – 12:00 PM	Executive Planning
<input checked="" type="checkbox"/>	12:00 PM – 12:10 PM	Call with Leader Mitch McConnell Administrator's office (b) (6)
<input type="checkbox"/>	12:10 PM – 12:30 PM	Free
<input checked="" type="checkbox"/>	12:30 PM – 1:30 PM	111(b) Proposal Announcement with NBCC Lunch Alm room (b) (6)
<input checked="" type="checkbox"/>	1:30 PM – 2:00 PM	111(b) Proposal Announcement with NBCC Green Room (b) (6)
<input type="checkbox"/>	2:00 PM – 2:15 PM	Free
<input checked="" type="checkbox"/>	2:15 PM – 2:45 PM	Meeting with Canadian Association of Petroleum Producers Adminsitrator's office (b) (6)
<input type="checkbox"/>	2:45 PM – 3:00 PM	Free

■	3:00 PM – 3:30 PM	Meeting with Jim Fitterling, CEO of Dow Chemical Administrator's office (b) (6)
■	3:30 PM – 4:00 PM	Call with Michael Stoker Adminsitrator's office (b) (6)
■	4:00 PM – 4:30 PM	Call with Pete Lopez Administrator's office (b) (6)
■	4:30 PM – 5:00 PM	Check-in with Dave Ross Administrator's office (b) (6)
□	After 5:00 PM	Free

▲ Fri, Dec 7

□	Before 8:00 AM	Free
□	8:00 AM – 8:30 AM	Free
■	8:30 AM – 9:00 AM	Daily Briefing Administrator's Office (b) (6)
■	9:00 AM – 9:30 AM	Bi-Weekly with OCSPP Administrator's office (b) (6)
■	9:30 AM – 10:00 AM	Weekly Check-in with Henry Darwin Administrator's Office (b) (6)
□	10:00 AM – 10:15 AM	Free
■	10:15 AM – 10:45 AM	Get New Badge WJC East Building, Room B317 (b) (6)
□	10:45 AM – 11:00 AM	Free
■	11:00 AM – 11:30 AM	Interview with Gary Kipe, FBI Administraor's office
■	11:30 AM – 12:00 PM	Briefing: ORD Restructuring Plans Administrator's office (b) (6)
■	12:00 PM – 1:30 PM	Executive Planning
□	1:30 PM – 1:45 PM	Free
■	1:45 PM – 2:15 PM	Briefing: Particulate Matter Integrated Science Assessment (PMISA) Administrator's office (b) (6)
□	2:15 PM – 2:45 PM	Free
■	2:45 PM – 3:15 PM	Conference Call with Russ Girling, TransCanada Administrator's office (b) (6)
■	3:15 PM – 4:00 PM	Pre-brief for WOTUS Announcement Administrator's office (Call: (b) (6) Code: (b) (6)) (b) (6) (b) (6)

☐ 4:00 PM – 5:00 PM Free

☐ After 5:00 PM Free

▲ Sat, Dec 8

☐ Before 1:00 PM Free

☒ 1:00 PM – 8:00 PM [Personal](#)

☐ After 8:00 PM Free

▲ Sun, Dec 9

☐ All Day Free

▲ Mon, Dec 10

☐ Before 8:00 AM Free

☐ 8:00 AM – 8:30 AM Free

☒ 8:30 AM – 9:00 AM [Daily Briefing](#)
Administrator's Office
(b) (6)

☒ 9:00 AM – 9:30 AM [Monthly check-in with OITA](#)
Administrator's office
(b) (6)

☐ 9:30 AM – 9:45 AM Free

☒ 9:45 AM – 10:15 AM [Personal](#)
Administrator's office

☐ 10:15 AM – 10:30 AM Free

☒ 10:30 AM – 11:15 AM [Media Interview with Heidi Vogt of the Wall Street Journal, re: WOTUS](#)
Administrator's office
(b) (6)

☒ 11:15 AM – 12:30 PM [Executive Planning](#)

☒ 12:30 PM – 12:50 PM [Meeting with Bill and Susan](#)
Administrator's office
(b) (6)

☐ 12:50 PM – 1:00 PM Free

☒ 1:00 PM – 1:15 PM [Media Interview with Kyle Midura, Gray TV](#)
Green Room
(b) (6)

☐ 1:15 PM – 1:30 PM Free

☒ 1:30 PM – 2:00 PM [Weekly Check-in Call with Francis Brooke](#)
Administrator's Office
(b) (6)

☒ 2:00 PM – 3:00 PM [Senior Staff Meeting](#)
Alm Room
(b) (6)

☒ 2:30 PM – 2:40 PM [WOTUS Pre-brief Call 1](#)
Administrator's office

■ 2:40 PM – 3:15 PM [Briefing: GAO and IRIS](#)

Administrator's office

(b) (6)

■ 3:15 PM – 3:25 PM [WOTUS Pre-brief Call 2](#)

Administrator's office

□ 3:25 PM – 4:00 PM **Free**

■ 4:00 PM – 4:10 PM [WOTUS Pre-brief Call 3](#)

Administrator's office

(b) (6)

■ 4:10 PM – 4:30 PM [Briefing: Nairobi](#)

Administrator's Office

(b) (6)

□ 4:30 PM – 4:45 PM **Free**

■ 4:45 PM – 4:55 PM [WOTUS Pre-brief Call 4](#)

Administrator's office

□ 4:55 PM – 5:00 PM **Free**

□ After 5:00 PM **Free**

▲ Tue, Dec 11

□ Before 8:00 AM **Free**

□ 8:00 AM – 8:20 AM **Free**

■ 8:20 AM – 8:30 AM [Radio Interview with Hugh Hewitt](#)

Administrator's office

(b) (6)

□ 8:30 AM – 8:40 AM **Free**

■ 8:40 AM – 8:50 AM [Radio Interview with Tim Fairly, SiriusXM](#)

Administrator's office

(b) (6)

□ 8:50 AM – 9:15 AM **Free**

■ 9:15 AM – 10:00 AM [Scheduling Meeting](#)

Administrator's Office

(b) (6)

■ 10:00 AM – 10:15 AM [Briefing: WOTUS Event](#)

Administrator's office

(b) (6)

□ 10:15 AM – 11:00 AM **Free**

■ 11:00 AM – 1:15 PM [WOTUS Announcement](#)

Map Room

(b) (6)

■ 1:15 PM – 2:30 PM [Lunch with Assistant Secretary RD James](#)

(b) (6)

□ 2:30 PM – 3:00 PM **Free**

■ 3:00 PM – 3:30 PM [Meeting with Congressman Jim Matheson and Kirk Johnson, National Rural Electric Cooperative Association](#)

Administrator's office

(b) (6)

□ 3:30 PM – 3:45 PM **Free**

<input checked="" type="checkbox"/>	3:45 PM – 4:15 PM	Meeting with Cosmo and Dana Aunkst, Chesapeake Bay Director Administrator's office (b) (6)
<input type="checkbox"/>	4:15 PM – 4:30 PM	Free
<input checked="" type="checkbox"/>	4:30 PM – 5:00 PM	Weekly Check-in with Matt Leopold Administrator's Office (b) (6)
<input checked="" type="checkbox"/>	5:00 PM – 5:10 PM	Brief meeting with Beth White Administrator's office (b) (6)
<input type="checkbox"/>	5:10 PM – 5:15 PM	Free
<input checked="" type="checkbox"/>	5:15 PM – 5:45 PM	Environmental Cooperation Agreement with Canada and Mexico Signing Ceremony Administrator's office (b) (6)
<input type="checkbox"/>	5:45 PM – 6:30 PM	Free
<input checked="" type="checkbox"/>	6:30 PM – 8:30 PM	Emperor of Japan Birthday Celebration Ambassador's Residence (b) (6) (b) (6)
<input type="checkbox"/>	After 8:30 PM	Free

▲ Wed, Dec 12

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Daily Briefing Administrator's Office (b) (6)
<input checked="" type="checkbox"/>	9:00 AM – 9:30 AM	Briefing: Draft Federal Lead Action Plan Adminsitrator's office (b) (6)
<input type="checkbox"/>	9:30 AM – 10:00 AM	Free
<input checked="" type="checkbox"/>	10:00 AM – 12:00 PM	Christmas Photo Line
<input checked="" type="checkbox"/>	11:30 AM – 2:00 PM	AO Christmas Party (11:30AM- OCIR/12PM-Lunch in Green Room/1PM-Administrator's office)
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	Christmas Photo Line
<input type="checkbox"/>	3:00 PM – 3:30 PM	Free
<input checked="" type="checkbox"/>	3:30 PM – 3:45 PM	Taping- Message to our Troops and Veterans from the President and his Cabinet. EPA Studio (b) (6)
<input type="checkbox"/>	3:45 PM – 4:00 PM	Free
<input checked="" type="checkbox"/>	4:00 PM – 4:30 PM	Meeting with National Environmental Education Foundation/MOU signing Administrator's office (b) (6)
<input type="checkbox"/>	4:30 PM – 4:45 PM	Free

■ 4:45 PM – 5:00 PM [Pre-brief for call with Senator Collins](#)
Adminsitrator's office
(b) (6)

□ After 5:00 PM Free

▲ Thu, Dec 13

□ Before 8:00 AM Free

□ 8:00 AM – 8:30 AM Free

■ 8:30 AM – 9:30 AM [Weekly Meeting with AA's](#)
Alm Room
(b) (6)

■ 9:30 AM – 10:00 AM [Call with Senator Collins re: Biomas and RFS](#)
Administrator's office (Call (b) (6))
(b) (6)

■ 9:30 AM – 10:30 AM [\(fyi\) OECA Holiday Pancake Breakfast](#)
WJCS-3216

■ 10:00 AM – 10:30 AM [Meeting with Association of Equipment Manufacturers](#)
Administrator's Office
(b) (6)

□ 10:30 AM – 11:00 AM Free

■ 11:00 AM – 11:30 AM [Meeting with Chuck Sheehan, Acting Inspector General](#)
Administrator's office
(b) (6)

■ 11:30 AM – 12:00 PM [Call with Jim Guilford](#)
Administrator's office
(b) (6)

■ 12:00 PM – 1:30 PM [Executive Planning](#)

■ 1:30 PM – 2:00 PM [\(fyi\) OGC Holiday Party](#)
Matt's office 4000 and his conference room 4045

■ 1:30 PM – 2:15 PM [Meeting with Ken Wagner](#)
Administrator's office
(b) (6)

■ 2:00 PM – 3:30 PM [\(fyi\) OCFO Winter Open House](#)
WJC-N 4406
(b) (6)

■ 2:15 PM – 2:25 PM [Brief Phone call with Senator Manchin](#)
Administrator's office
(b) (6)

■ 2:30 PM – 3:00 PM [Meeting with Portland Cement Association](#)
Alm Room
(b) (6)

□ 3:30 PM – 3:40 PM Free

■ 3:40 PM – 4:00 PM [Depart for White House](#)

■ 4:00 PM – 6:00 PM [White House Christmas Reception](#)
The White House (b) (6)

■ 6:00 PM – 6:30 PM [Depart for Dept. of Interior](#)

■ 6:30 PM – 9:30 PM [Department of Interior Christmas Party](#)
Dept. of interior, Immediate office of the Secretary
(1849 C Street NW, Washington, DC)

☐ After 9:30 PM Free

▲ Fri, Dec 14

☐ Before 8:00 AM Free

☐ 8:00 AM – 8:30 AM Free

☒ 8:30 AM – 9:00 AM [Daily Briefing](#)
Administrator's Office
(b) (6)

☐ 9:00 AM – 9:15 AM Free

☒ 9:15 AM – 9:45 AM [Interview with Tim Cama, TheHill](#)
Administrator's office
(b) (6)

☐ 9:45 AM – 10:00 AM Free

☒ 10:00 AM – 10:15 AM [Meeting with Lorie Schmidt](#)
Administrator's office
(b) (6)

☐ 10:15 AM – 10:30 AM Free

☒ 10:30 AM – 11:00 AM [Pre-brief for Nashville trip](#)
Administrator's office
(b) (6)

☒ 11:00 AM – 11:30 AM [Check-in with Donna Vizian](#)
Administrator's office
(b) (6)

☐ 11:30 AM – 11:45 AM Free

☒ 11:45 AM – 12:00 PM [Depart for Blair House](#)

☒ 12:00 PM – 2:00 PM [Annual Former & Current Cabinet Members Holiday Lunch](#)
Blair House (704 Jackson Place)

☒ 2:00 PM – 2:15 PM [Depart for office](#)

☐ 2:15 PM – 2:45 PM Free

☒ 2:45 PM – 3:15 PM [Briefing: MATS](#)
Administrator's office
(b) (6)

☐ 3:15 PM – 3:30 PM Free

☒ 3:30 PM – 4:30 PM [Briefing: Hudson River](#)
Administrator's Office
(b) (6)

☐ 4:30 PM – 5:00 PM Free

☐ 5:00 PM – 5:15 PM Free

☒ 5:15 PM – 8:00 PM [Personal](#)

☐ After 8:00 PM Free

▲ Sat, Dec 15

☐ Before 5:00 PM Free

☒ 5:00 PM – 9:00 PM [Congressional Ball \(Gates open at 5PM/Black Tie\)](#)
White House (b) (6)

☐ After 9:00 PM Free

▲ Sun, Dec 16

☐ All Day Free

▲ Mon, Dec 17

☐ All Day [PM: Travel to Nashville, TN](#)

☐ Before 8:00 AM Free

☐ 8:00 AM – 8:30 AM Free

☒ 8:30 AM – 9:00 AM [Daily Briefing](#)
Administrator's Office
(b) (6)

☒ 9:00 AM – 9:30 AM [Weekly Check-in with Henry Darwin](#)
Administrator's Office
(b) (6)

☐ 9:30 AM – 9:45 AM Free

☒ 9:45 AM – 10:15 AM [Monthly Check-in with ORD](#)
Administrator's office
(b) (6)

☐ 10:15 AM – 10:30 AM Free

☒ 10:30 AM – 11:00 AM [Briefing: SAB Announcements](#)
Administrator's office
(b) (6)

☒ 11:00 AM – 11:30 AM [Call with Anne Idsal](#)
Administrator's office
(b) (6)

☐ 11:30 AM – 12:00 PM Free

☒ 12:00 PM – 12:10 PM [Call with Governor-elect DeSantis](#)
Administrator's office
(b) (6)

☐ 12:10 PM – 12:15 PM Free

☒ 12:15 PM – 1:15 PM [Personal](#)

☐ 1:15 PM – 2:00 PM Free

☒ 2:00 PM – 3:00 PM [Senior Staff Meeting](#)
Alm Room
(b) (6)

☒ 3:00 PM – 3:20 PM [Weekly Check-in Call with Francis Brooke](#)
Administrator's Office
(b) (6)

☐ 3:20 PM – 3:30 PM Free

☒ 3:30 PM – 4:00 PM [Depart for airport](#)

☐ 4:00 PM – 4:53 PM Free

☒ 4:53 PM – 7:07 PM [Travel: Depart](#) (b) (6) [for BNA at](#) (b) (6) [Arrive](#) (b) (6)

☐ 7:07 PM – 8:15 PM Free

☒ 8:15 PM – 9:45 PM [Dinner](#)

☐ After 9:45 PM Free

▲ Tue, Dec 18

☐ All Day [Travel: Nashville, TN](#)

☐ Before 8:00 AM Free

☐ 8:00 AM – 8:45 AM Free

☒ 8:45 AM – 9:30 AM [Depart for Wilson county Exposition Center](#)
945 E. Baddour Parkway, Lebanon, TN, 37087

☒ 9:10 AM – 9:25 AM [Media Interview via phone with Michael Reicher, The Tennessean \(Call \(b\) \(6\)\)](#)
Car on the way to Expo Center
(b) (6)

☒ 9:30 AM – 10:30 AM [Agriculture and Business Leader Roundtable Discussion](#)
Wilson County Exposition Center (945 E Baddour Pkwy, Lebanon, TN 37087)

☐ 10:30 AM – 11:00 AM Free

☒ 11:00 AM – 12:00 PM [TN Farm Bureau WOTUS Speech \(Q&A to follow\)](#)
Wilson County Exposition Center (945 E Baddour Pkwy, Lebanon, TN 37087)

☒ 12:00 PM – 12:20 PM [Press Conference with USDA Secretary Perdue](#)
Wilson County Exposition Center

☒ 12:20 PM – 1:20 PM [Executive Planning](#)

☐ 1:20 PM – 3:00 PM Free

☒ 3:00 PM – 3:30 PM [Depart for airport](#)

☐ 3:30 PM – 4:00 PM Free

☒ 4:00 PM – 4:15 PM [Call with Senator Duckworth \(Call \(b\) \(6\)\)](#)
(b) (6)

☐ 4:15 PM – 4:50 PM Free

☒ 4:50 PM – 6:32 PM [Travel: Depart BNA for \(b\) \(6\) at \(b\) \(6\)](#)
[Arrive at \(b\) \(6\)](#)

☐ After 6:32 PM Free

▲ Wed, Dec 19

☐ Before 8:00 AM Free

☐ 8:00 AM – 8:15 AM Free

☒ 8:15 AM – 8:45 AM [Daily Briefing](#)
Administrator's Office
(b) (6)

☒ 8:45 AM – 9:15 AM [Pre-brief for Federal Lead Action Plan Announcement](#)
Administrator's office
(b) (6)

☐ 9:15 AM – 9:30 AM Free

☒ 9:30 AM – 10:15 AM [Christmas Photo Line](#)
Administrator's office

☐ 10:15 AM – 10:20 AM Free

■	10:20 AM – 10:30 AM	Brief Meeting with Secretary Ben Carson and Deputy Secretary Eric Hargan Administrator's office
■	10:30 AM – 11:30 AM	Federal Lead Action Plan Announcement Green Room (b) (6)
■	11:00 AM – 1:30 PM	(fyi) ORD Holiday Party Ronald Reagan Building, Fourth Floor (Outside of conference room 41107)
■	12:00 PM – 1:30 PM	Executive Planning
■	1:30 PM – 2:00 PM	Briefing: Decision points on the collective bargaining agreements Alm Room (b) (6)
■	2:00 PM – 3:00 PM	Christmas Photo Line Administrator's office
□	3:00 PM – 3:15 PM	Free
■	3:15 PM – 3:45 PM	Bi-Weekly Check-in with OCSP Administrator's Office (b) (6)
■	3:45 PM – 4:15 PM	Bi-Weekly Check-in with David Ross Administrator's Office (b) (6)
□	4:15 PM – 4:30 PM	Free
■	4:30 PM – 4:35 PM	Brief call with Sean Doocey
■	4:30 PM – 5:00 PM	Briefing: 2019 Foreign Travel Administrator's Office (b) (6)
□	After 5:00 PM	Free

▲ Thu, Dec 20

□	Before 8:00 AM	Free
□	8:00 AM – 8:30 AM	Free
■	8:30 AM – 9:30 AM	Weekly Meeting with AA's Alm Room (b) (6)
□	9:30 AM – 9:35 AM	Free
■	9:35 AM – 9:45 AM	Badge Appointment (Bring email with PIN) WJC East Building, Room B317 (b) (6)
□	9:45 AM – 10:00 AM	Free
■	10:00 AM – 11:00 AM	Christmas Photo Line
□	11:00 AM – 11:55 AM	Free
■	11:55 AM – 12:10 PM	Depart for White House
□	12:10 PM – 12:15 PM	Free
■	12:15 PM – 1:15 PM	Lunch with Andrew Olmem, National Economic Council Deputy Director for Domestic Policy White House, Navy Mess (b) (6)

<input checked="" type="checkbox"/>	1:15 PM – 1:30 PM	Depart for office
<input type="checkbox"/>	1:30 PM – 2:00 PM	Free
<input checked="" type="checkbox"/>	2:00 PM – 3:00 PM	Christmas Photo Line
<input type="checkbox"/>	3:00 PM – 3:15 PM	Free
<input checked="" type="checkbox"/>	3:15 PM – 3:45 PM	Weekly Check-in with Matt Leopold Administrator's Office (b) (6)
<input checked="" type="checkbox"/>	3:45 PM – 4:15 PM	Briefing: General Water Discussion Administrator's office (b) (6)
<input type="checkbox"/>	4:15 PM – 4:30 PM	Free
<input checked="" type="checkbox"/>	4:30 PM – 4:45 PM	Taping- Short Video on Electronics Challenge Announcement for this Week EPA Studio (b) (6)
<input type="checkbox"/>	4:45 PM – 5:00 PM	Free
<input type="checkbox"/>	After 5:00 PM	Free

▲ Fri, Dec 21

<input type="checkbox"/>	Before 8:00 AM	Free
<input type="checkbox"/>	8:00 AM – 8:30 AM	Free
<input checked="" type="checkbox"/>	8:30 AM – 9:00 AM	Daily Briefing Administrator's Office (b) (6)
<input type="checkbox"/>	9:00 AM – 9:45 AM	Free
<input checked="" type="checkbox"/>	9:45 AM – 10:15 AM	Weekly Check-in with Troy Lyons Administrator's Office (b) (6)
<input type="checkbox"/>	10:15 AM – 10:30 AM	Free
<input checked="" type="checkbox"/>	10:30 AM – 11:00 AM	Briefing: RFS North 5400 (b) (6)
<input type="checkbox"/>	11:00 AM – 11:20 AM	Free
<input checked="" type="checkbox"/>	11:20 AM – 12:00 PM	Scheduling Meeting Administrator's Office (b) (6)
<input checked="" type="checkbox"/>	12:00 PM – 1:30 PM	Executive Planning
<input checked="" type="checkbox"/>	1:30 PM – 2:00 PM	Call with Doug Benevento Administrator's office (b) (6)
<input checked="" type="checkbox"/>	2:00 PM – 2:30 PM	Weekly Check-in with Susan Bodine Administrator's Office (b) (6)
<input checked="" type="checkbox"/>	2:30 PM – 2:40 PM	Brief meeting with Sarah Dunham re: Climate Science Briefings Administrator's office (b) (6)
<input type="checkbox"/>	2:40 PM – 3:00 PM	Free

- ☒ 3:00 PM – 3:15 PM [Call with Congressman Andy Barr](#)
Administrator's office
- ☐ 3:15 PM – 5:00 PM Free
- ☒ 5:00 PM – 7:00 PM [Personal](#)
- ☐ After 7:00 PM Free

▲ Sat, Dec 22 – Sun, Dec 23

- ☐ All Day [AW - Personal](#)

▲ Mon, Dec 24

- ☐ All Day [AW - Personal](#)

▲ Tue, Dec 25

- ☐ All Day [AW - Personal](#)
- ☐ All Day [Christmas](#)

▲ Wed, Dec 26 – Fri, Dec 28

- ☐ All Day [AW - Personal](#)

▲ Sat, Dec 29 – Sun, Dec 30

- ☐ All Day [AW - Personal](#)

▲ Mon, Dec 31

- ☐ All Day [AW - Personal](#)


Details


Saturday, December 1, 2018


- ▲ **Time** 10:30 AM – 1:30 PM
- Subject** Annual CBS Brunch to begin festivities of the Kennedy Center Honors (Business Attire)
- Location** The Hay Adams (16th and H Streets NW, Washington, DC)
- Reminder** 15 minutes
- Show Time As** Busy

Monday, December 3, 2018

- ▲ **Time** 7:30 AM – 10:00 AM
- Subject** Personal
- Reminder** 15 minutes
- Show Time As** Busy

	Time	10:00 AM – 10:30 AM	
	Subject	Daily Briefing	
	Location	Administrator's Office	
	Show Time As	Busy	
	Attendees	Name <E-mail>	Attendance
		(b) (6)	Organizer
		< (b) (6) >	
		Ryan Jackson (b) (6)	Required
		< (b) (6) >	
		Molina, Michael < (b) (6) >	Required
		Konkus, John < (b) (6) >	Required
		Beach, Christopher < (b) (6) >	Required
		Bolen, Brittany < (b) (6) >	Required
		Lyons, Troy < (b) (6) >	Required
		Leopold, Matt (OGC) < (b) (6) >	Required

	Time	10:30 AM – 11:00 AM	
	Subject	Pre-brief for National Religious Partnership for the Environment Meeting	
	Location	Aministrator's office	
	Reminder	15 minutes	
	Show Time As	Busy	
	Attendees	Name <E-mail>	Attendance
		(b) (6)	Organizer
		< (b) (6) >	
		Bennett, Tate < (b) (6) >	Required
		Beach, Christopher < (b) (6) >	Required
		Gunasekara, Mandy < (b) (6) >	Required
		Dominguez, Alexander	Optional
		< (b) (6) >	
		Darwin, Veronica < (b) (6) >	Optional

	Time	11:00 AM – 11:30 AM	
	Subject	Pre-brief for Governing Council of the US-Canada Regulatory Cooperation Council Meeting	
	Location	Administrator's office	
	Reminder	15 minutes	

Show Time As Busy

Attendees

Name <E-mail>

Attendance

(b) (6)
<(b) (6)>

Organizer

Beach, Christopher <(b) (6)>

Required

CHAD MCINTOSH (b) (6)
<(b) (6)>

Required

JANE NISHIDA (b) (6)
<(b) (6)>

Required

Molina, Michael <(b) (6)>

Required

Beck, Nancy <(b) (6)>

Required

Gunasekara, Mandy <(b) (6)>

Required

Brittany Bolen (b) (6)
<(b) (6)>

Required

Zimmer, Nathaniel <(b) (6)>

Optional

CHAD MCINTOSH (b) (6)
<(b) (6)>

Required

JANE NISHIDA (b) (6)
<(b) (6)>

Required

Brittany Bolen (b) (6)
<(b) (6)>

Required



Time 12:00 PM – 1:00 PM

Subject Lunch with Assistant Attorney General, Jeff Clark

Location (b) (6)

Reminder 15 minutes

Show Time As Busy



Time 1:30 PM – 2:00 PM

Subject Weekly Check-in Call with Francis Brooke

Location Administrator's Office

Recurrence Occurs every Monday effective 12/3/2018 until 12/31/2018 from 1:30 PM to 2:00 PM

Show Time As Busy

Acting Administrator Wheeler will call Francis at (b) (6)

Attendees

Name <E-mail>

Attendance

(b) (6)
<(b) (6)>

Organizer

(b) (6)

Required



Time 2:00 PM – 3:00 PM

Subject Senior Staff Meeting

Location Alm Room

Show Time As Busy

NOTE: Due to space constraints, please contact Aaron Dickerson before forwarding or inviting additional meeting attendees

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Vizian, Donna <(b) (6)>	Required
	Lapierre, Kenneth <(b) (6)>	Optional
	Baptist, Erik <(b) (6)>	Required
	Beck, Nancy <(b) (6)>	Required
	Benevento, Douglas <(b) (6)>	Required
	Benjamin-Sirmons, Denise <(b) (6)> (b) (6)	Required
	Bennett, Tate <(b) (6)>	Required
	Bertrand, Charlotte <(b) (6)>	Required
	Bloom, David <(b) (6)>	Required
	Bodine, Susan <(b) (6)>	Required
	Bolen, Brittany <(b) (6)>	Required
	Breen, Barry <(b) (6)>	Required
	Brown, Byron <(b) (6)>	Required
	Chancellor, Erin <(b) (6)>	Required
	Cook, Steven <(b) (6)>	Required
	Darwin, Henry <(b) (6)>	Required
	Darwin, Veronica <(b) (6)>	Required
	Dickerson, Aaron <(b) (6)>	Required

Dunn, Alexandra < (b) (6)	Required
Elkins, Arthur < (b) (6)	Required
Etzel, Ruth < (b) (6)	Required
Fonseca, Silvina < (b) (6)	Required
Forsgren, Lee < (b) (6)	Required
Fotouhi, David < (b) (6)	Required
Glenn, Trey < (b) (6)	Required
Grantham, Nancy < (b) (6)	Required
Greaves, Holly < (b) (6)	Required
Gulliford, Jim < (b) (6)	Required
Gunasekara, Mandy < (b) (6)	Required
Hanson, Paige (Catherine) < (b) (6)	Required
Harlow, David < (b) (6)	Required
Hladick, Christopher < (b) (6)	Required
Idsal, Anne < (b) (6)	Required
Jackson, Ryan < (b) (6)	Required
Johnson, Laura-S < (b) (6)	Required
Konkus, John < (b) (6)	Required
Leopold, Matt (OGC) < (b) (6)	Required
Lopez, Peter < (b) (6)	Required
Lyons, Troy < (b) (6)	Required
McIntosh, Chad < (b) (6)	Required
Molina, Michael < (b) (6)	Required
Munoz, Charles < (b) (6)	Required
Nishida, Jane < (b) (6)	Required

Noga, Vaughn < (b) (6) >	Required
Orme-Zavaleta, Jennifer < (b) (6) >	Required
Richardson, RobinH < (b) (6) >	Required
Rodgers, Ryan < (b) (6) >	Required
Ross, David P < (b) (6) >	Required
Schwab, Justin < (b) (6) >	Required
Servidio, Cosmo < (b) (6) >	Required
Simons, Vicki < (b) (6) >	Required
Slotkin, Ron < (b) (6) >	Required
Stanich, Ted < (b) (6) >	Required
Stepp, Cathy < (b) (6) >	Required
Stoker, Michael B. < (b) (6) >	Required
Strauss, Alexis < (b) (6) >	Required
Traylor, Patrick < (b) (6) >	Required
Wagner, Kenneth < (b) (6) >	Required
Wehrum, Bill < (b) (6) >	Required
White, Elizabeth < (b) (6) >	Required
Wildeman, Anna < (b) (6) >	Required
Wooden-Aguilar, Helena < (b) (6) >	Required
Woods, Clint < (b) (6) >	Required
Woodward, Cheryl < (b) (6) >	Required
Wright, Peter < (b) (6) >	Required
Yamada, Richard (Yujiro) < (b) (6) >	Required
Thomas, Deb < (b) (6) >	Optional

DeBell, Kevin <(b) (6)>	Optional
Pirzadeh, Michelle (<(b) (6)> <(b) (6)>	Optional
Payne, James <(b) (6)>	Optional
Pritchard, Eileen <(b) (6)>	Required
Burton, Tamika <(b) (6)>	Required
Thiede, Kurt <(b) (6)>	Optional
Dunlap, David <(b) (6)>	Required
Walker, Mary <(b) (6)>	Optional
Gray, David <(b) (6)>	Optional
Firestone, Michael <(b) (6)>	Required
Cherry, Katrina <(b) (6)>	Optional
Brennan, Thomas <(b) (6)>	Required
Shields, Edward <(b) (6)>	Required
Sheehan, Charles <(b) (6)>	Required
Tanner, Lee <(b) (6)>	Required
Jordan, Deborah <(b) (6)>	Optional
Fitzmorris, Amanda <(b) (6)>	Optional
Pirzadeh, Michelle (<(b) (6)> <(b) (6)>	Optional
Jordan, Deborah <(b) (6)>	Optional



Time 3:00 PM – 3:30 PM
Subject Meeting with Sen. Rick Santorum, Jeff Blackard, and David Cardenas
Location Administrator's office
Attachments EPA Meeting Request Form - Acting Administrator Wheeler - Completed.docx
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
<(b) (6)>	Organizer
<(b) (6)>	

Traylor, Patrick <	(b) (6)	Required
Clint Woods ((b) (6)	Required
<	(b) (6)	
Wright, Peter <	(b) (6)	Optional

▲ **Time** 3:30 PM – 4:00 PM
Subject Depart for Capitol Hill
Reminder 15 minutes
Show Time As Busy

▲ **Time** 4:00 PM – 6:15 PM
Subject Arrival Ceremony and Lying in State in the Rotunda for George H.W. Bush (b) (6)
Location Capitol Rotunda
Reminder 15 minutes
Show Time As Busy

(b) (5)



(b) (5)



Time 6:25 PM – 6:50 PM
Subject Depart for Americans for Tax Reform Dinner
Reminder 15 minutes
Show Time As Busy



Time 6:30 PM – 8:30 PM
Subject Americans for Tax Reform Dinner Event (6:30PM-Cocktails/7PM-Dinner)
Location 722 12th St. NW
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) < (b) (6) >	Organizer
	Marshall, William < (b) (6) >	Required
	Beach, Christopher < (b) (6) >	Required
	Ryan Jackson ((b) (6) > < (b) (6) >	Required

Tuesday, December 4, 2018



Time 8:15 AM – 9:00 AM
Subject Scheduling Meeting
Location Administrator's Office
Show Time As Busy

Attendees

Name <E-mail>

Attendance

(b) (6)
<(b) (6)>

Organizer

Ryan Jackson (b) (6)
<(b) (6)>

Required

Molina, Michael <(b) (6)>

Required

Bennett, Tate <(b) (6)>

Required

Kundinger, Kelly <(b) (6)>

Required

Lyons, Troy <(b) (6)>

Required

Konkus, John <(b) (6)>

Required

Dickerson, Aaron <(b) (6)>

Required

Beach, Christopher <(b) (6)>

Required

(b) (7)(F)

Required

(b) (7)(F)

Required

(b) (7)(F)

Required

Humphreys, Hayly <(b) (6)>

Required

Eby, Natasha <(b) (6)>

Required



Time 9:00 AM – 9:30 AM
Subject Briefing: WOTUS update
Location Administrator's office
Reminder 15 minutes
Show Time As Busy

Attendees

Name <E-mail>

Attendance

(b) (6)
<(b) (6)>

Organizer

Fotouhi, David <(b) (6)>

Required

David Ross (b) (6)
<(b) (6)>

Required

Leopold, Matt (OGC) <(b) (6)>	Required
Brittany Bolen <(b) (6)>	Required
Ryan Jackson <(b) (6)>	Required
David Ross <(b) (6)>	Required
Brittany Bolen <(b) (6)>	Required
Ryan Jackson <(b) (6)>	Required



Time 9:30 AM – 10:00 AM
Subject Briefing: Final Pharmaceuticals Rule
Location Alm Room
Reminder 15 minutes
Show Time As Busy

Attendees Name <E-mail>

Attendance
Organizer

<(b) (6)>	
Darwin, Veronica <(b) (6)>	Required
BARRY BREEN <(b) (6)>	Required
PETER WRIGHT <(b) (6)>	Required
Cook, Steven <(b) (6)>	Required
Johnson, Barnes <(b) (6)>	Required
Devlin, Betsy <(b) (6)>	Required
Young, Jessica <(b) (6)>	Required
Brittany Bolen <(b) (6)>	Required
Fotouhi, David <(b) (6)>	Required
Leopold, Matt (OGC) <(b) (6)>	Required
Michaud, John <(b) (6)>	Optional

Ryan Jackson (b) (6)
<(b) (6)>

Required

▲ **Time** 10:15 AM – 10:45 AM
Subject Pre-brief for 111(b) Proposal Announcement
Location Adminsitrator's office
Reminder 15 minutes
Show Time As Busy

Attendees

Name <E-mail>	Attendance
(b) (6) <(b) (6)>	Organizer
Bennett, Tate <(b) (6)>	Required
Gordon, Stephen <(b) (6)>	Required
Jackson, Ryan <(b) (6)>	Optional

▲ **Time** 11:00 AM – 11:30 AM
Subject Meeting with Shockwave, LLC
Location Administrator's office
Attachments EPA Meeting Request Form - Acting Administrator Wheeler.docx
Reminder 15 minutes
Show Time As Busy

Attendees

Name <E-mail>	Attendance
(b) (6) <(b) (6)>	Organizer
PETER WRIGHT (b) (6) <(b) (6)>	Required
Cook, Steven <(b) (6)>	Required
Bennett, Tate <(b) (6)>	Required
PETER WRIGHT (b) (6) <(b) (6)>	Required

▲ **Time** 11:55 AM – 12:00 PM
Subject Drop-By: EPA Tribute to Samuel F. Brown
Location Green Room
Reminder 15 minutes
Show Time As Busy

▲ **Time** 12:00 PM – 12:30 PM
Subject Meeting with National Religious Partnership for the Environment
Location Administrator's office
Attachments NRPE EPA Meeting Request Form - Acting Administrator Wheeler.docx
Reminder 15 minutes

Show Time As	Busy	
Attendees	Name <E-mail>	Attendance
	(b) (6)	Organizer
	< (b) (6) >	
	Bennett, Tate < (b) (6) >	Required
	Beach, Christopher < (b) (6) >	Required
	Gunasekara, Mandy < (b) (6) >	Required
	Dominguez, Alexander < (b) (6) >	Required
	Darwin, Veronica < (b) (6) >	Required
	Reaves, Doretta < (b) (6) >	Required

▲ **Time** 12:30 PM – 2:00 PM
Subject Executive Planning
Show Time As Busy

▲ **Time** 1:00 PM – 2:00 PM
Subject Personal
Reminder 15 minutes
Show Time As Busy

▲ **Time** 2:00 PM – 2:15 PM
Subject Remarks at Peter Grevatt's Farewell
Location Map Room
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6)	Organizer
	< (b) (6) >	
	Beach, Christopher < (b) (6) >	Required

▲ **Time** 2:15 PM – 2:45 PM
Subject Briefing: General Discussion
Location Administrator's office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6)	Organizer
	< (b) (6) >	
	Leopold, Matt (OGC) < (b) (6) >	Required

Fotouhi, David <(b) (6)>

Required



Time 2:45 PM – 3:00 PM

Subject Depart for Convention Center

Reminder 15 minutes

Show Time As Busy

Attendees **Name <E-mail>**

Attendance

(b) (6)

Organizer

<(b) (6)>

Brittany Bolen (b) (6)

Required

<(b) (6)>



Time 3:00 PM – 4:00 PM

Subject Meeting with Governing Council of the US-Canada Regulatory
Cooperation Council, Room 142

Location DC Convention Center (801 Mt. Vernon Place NW, Washington DC
20001)

Reminder 15 minutes

Show Time As Busy

(b) (6)

Attendees **Name <E-mail>**

Attendance

(b) (6)

Organizer

<(b) (6)>

Beach, Christopher <(b) (6)>

Required

CHAD MCINTOSH (b) (6)

Required

<(b) (6)>

Molina, Michael <(b) (6)>

Required

Marshall, William <(b) (6)>

Required

Brittany Bolen (b) (6)

Required

<(b) (6)>

CHAD MCINTOSH (b) (6)

Required

<(b) (6)>

Brittany Bolen (b) (6)

Required

<(b) (6)>



Time 4:10 PM – 4:20 PM

Subject Depart for office

Reminder 15 minutes

Show Time As Busy

▲ **Time** 4:30 PM – 5:00 PM
Subject Meeting with Alan Armstrong, Williams CEO
Location Administrator's office
Attachments EPA Meeting Request Form - Acting Administrator Wheeler copy.docx
Reminder 15 minutes
Show Time As Busy

Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
David Ross (b) (6)	Required
<(b) (6)>	
Campbell, Ann <(b) (6)>	Required
Wildeman, Anna <(b) (6)>	Required

Wednesday, December 5, 2018

▲ **Time** At 8:45 AM
Subject Arrive at White House
Location East Executive Avenue
Reminder 15 minutes
Show Time As Busy

▲ **Time** At 9:15 AM
Subject Bus departs from WH for National Cathedral
Reminder 15 minutes
Show Time As Busy

▲ **Time** 11:00 AM – 1:00 PM
Subject President George H. W. Bush Funeral Service (Business Attire)
Location National Cathedral
Reminder 15 minutes
Show Time As Busy

▲ **Time** At 1:30 PM
Subject Bus will arrive back at WH by 1:30PM
Reminder 15 minutes
Show Time As Busy

▲ **Time** 6:30 PM – 8:30 PM
Subject Holiday Reception hosted by Secretary McMahon
Location (b) (6)
Reminder 15 minutes
Show Time As Busy

Thursday, December 6, 2018

▲ **Time** 8:30 AM – 9:30 AM
Subject Weekly Meeting with AA's
Location Alm Room
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Konkus, John <(b) (6)>	Required
	Ryan Jackson (b) (6) <(b) (6)>	Required
	Molina, Michael <(b) (6)>	Required
	Wehrum, Bill <(b) (6)>	Required
	Ross, David P <(b) (6)>	Required
	Wright, Peter <(b) (6)>	Required
	McIntosh, Chad <(b) (6)>	Required
	Bodine, Susan <(b) (6)>	Required
	Beck, Nancy <(b) (6)>	Required
	Baptist, Erik <(b) (6)>	Required
	Leopold, Matt (OGC) <(b) (6)>	Required
	Greaves, Holly <(b) (6)>	Required
	Darwin, Henry <(b) (6)>	Required
	Lyons, Troy <(b) (6)>	Required
	Bolen, Brittany <(b) (6)>	Required
	Bennett, Tate <(b) (6)>	Required
	Yamada, Richard (Yujiro) <(b) (6)>	Required
	Dunlap, David <(b) (6)>	Required
	Cook, Steven <(b) (6)>	Required
	Humphreys, Hayly <(b) (6)>	Required
	Forsgren, Lee <(b) (6)>	Optional
	Dunn, Alexandra <(b) (6)>	Required



Time 10:00 AM – 10:30 AM

Subject Meeting with Environmental and Ecology, Inc
Location Administrator's office
Reminder 15 minutes
Show Time As Busy

Attendees **Name <E-mail>**

Attendance

(b) (6) <(b) (6)>	Organizer
Molina, Michael <(b) (6)>	Required
Woolford, James <(b) (6)>	Required
Stalcup, Dana <(b) (6)>	Required
Johnson, Barnes <(b) (6)>	Required
BARRY BREEN <(b) (6)> <(b) (6)>	Required
PETER WRIGHT <(b) (6)> <(b) (6)>	Required
Cook, Steven <(b) (6)>	Required



Time 10:30 AM – 11:00 AM
Subject Briefing: Climate Science
Location Administrator's Office
Reminder 15 minutes
Show Time As Busy

Attendees **Name <E-mail>**

Attendance

(b) (6) <(b) (6)>	Organizer
Gunasekara, Mandy <(b) (6)>	Required
William Wehrum <(b) (6)> <(b) (6)>	Required
Dunham, Sarah <(b) (6)>	Required
Schwab, Justin <(b) (6)>	Required
Sarofim, Marcus <(b) (6)>	Required
Martinich, Jeremy <(b) (6)>	Required
Leopold, Matt (OGC) <(b) (6)>	Optional
Brittany Bolen <(b) (6)> <(b) (6)>	Required

(b) (6)	Organizer
< (b) (6)	
Bennett, Tate < (b) (6)	Required
Gordon, Stephen < (b) (6)	Required

▲ **Time** 2:15 PM – 2:45 PM

Subject Meeting with Canadian Association of Petroleum Producers

Location Adminsitrator's office

Attachments CAPP EPA Meeting Request Form - Acting Administrator Wheeler.docx

Reminder 15 minutes

Show Time As Busy

Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
< (b) (6)	
CHAD MCINTOSH < (b) (6)	Required
JANE NISHIDA (< (b) (6)	Required
Zimmer, Nathaniel < (b) (6)	Optional
Wehrum, Bill < (b) (6)	Optional
Gunasekara, Mandy < (b) (6)	Optional
CHAD MCINTOSH < (b) (6)	Required
JANE NISHIDA (< (b) (6)	Required

▲ **Time** 3:00 PM – 3:30 PM

Subject Meeting with Jim Fitterling, CEO of Dow Chemical

Location Administrator's office

Attachments EPA Meeting Request Form - Acting Administrator Wheeler.Dow Chemical.docx

Reminder 15 minutes

Show Time As Busy

Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
< (b) (6)	
Traylor, Patrick < (b) (6)	Required
Molina, Michael < (b) (6)	Required

Beck, Nancy <(b) (6)>

Required

▲ **Time** 3:30 PM – 4:00 PM
Subject Call with Michael Stoker
Location Adminsitrator's office
Reminder 15 minutes
Show Time As Busy
Acting Administrator Wheeler will place call to Michael's cell, (b) (6)

Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Stoker, Michael B. <(b) (6)>	Required

▲ **Time** 4:00 PM – 4:30 PM
Subject Call with Pete Lopez
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
Acting Administrator Wheeler will place call to (b) (6)

Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Lopez, Peter <(b) (6)>	Required

▲ **Time** 4:30 PM – 5:00 PM
Subject Check-in with Dave Ross
Location Administrator's office
Reminder 15 minutes
Show Time As Busy

Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
David Ross <(b) (6)>	Required

Friday, December 7, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Daily Briefing
Location Administrator's Office
Show Time As Busy

Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	

Leopold, Matt (OGC) <(b) (6)>	Required
Ryan Jackson (b) (6) <(b) (6)>	Required
Molina, Michael <(b) (6)>	Required
Konkus, John <(b) (6)>	Required
Beach, Christopher <(b) (6)>	Required
Bolen, Brittany <(b) (6)>	Required
Lyons, Troy <(b) (6)>	Required



Time 9:00 AM – 9:30 AM
Subject Bi-Weekly with OCSPP
Location Administrator's office
Reminder 15 minutes
Show Time As Busy

Attendees Name <E-mail>

Attendance
Organizer

(b) (6)
<(b) (6)>

Beck, Nancy <(b) (6)> Required

Bertrand, Charlotte <(b) (6)> Required

Ryan Jackson (b) (6)
<(b) (6)> Required

Baptist, Erik <(b) (6)> Required

Dekleva, Lynn <(b) (6)> Required

Brittany Bolen (b) (6)
<(b) (6)> Required



Time 9:30 AM – 10:00 AM
Subject Weekly Check-in with Henry Darwin
Location Administrator's Office
Show Time As Busy

Attendees Name <E-mail>

Attendance
Organizer

(b) (6)
<(b) (6)>

Darwin, Henry <(b) (6)> Required



Time 10:15 AM – 10:45 AM

Subject Get New Badge
Location WJC East Building, Room B317
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Molina, Michael <(b) (6)>	Required

▲ **Time** 11:00 AM – 11:30 AM
Subject Interview with Gary Kipe, FBI
Location Administraor's office
Reminder 15 minutes
Show Time As Busy

▲ **Time** 11:30 AM – 12:00 PM
Subject Briefing: ORD Restructuring Plans
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Jennifer Orme-Zavaleta <(b) (6)>	Required
Dunlap, David <(b) (6)>	Required
Robbins, Chris <(b) (6)>	Required
Radzikowski, Mary Ellen <(b) (6)>	Required
Gentry, Nathan <(b) (6)>	Required
Jennifer Orme-Zavaleta <(b) (6)>	Required

▲ **Time** 12:00 PM – 1:30 PM
Subject Executive Planning
Show Time As Busy

▲ **Time** 1:45 PM – 2:15 PM
Subject Briefing: Particulate Matter Integrated Science Assessment (PMISA)
Location Administrator's office
Reminder 15 minutes

Show Time As Busy

Attendees

Name <E-mail>

Attendance

(b) (6)
<(b) (6)>

Organizer

Dunlap, David <(b) (6)>

Required

Jennifer Orme-Zavaleta (b) (6)
(b) (6)

Required

Rodan, Bruce <(b) (6)>

Required

Bahadori, Tina <(b) (6)>

Required

Vandenberg, John <(b) (6)>

Required

Fitzmorris, Amanda <(b) (6)>

Required

Clint Woods (b) (6)
<(b) (6)>

Optional

Darwin, Henry <(b) (6)>

Required

Brittany Bolen (b) (6)
<(b) (6)>

Required

Wehrum, Bill <(b) (6)>

Optional

Schwab, Justin <(b) (6)>

Optional

Humphreys, Hayly <(b) (6)>

Optional



Time 2:45 PM – 3:15 PM

Subject Conference Call with Russ Girling, TransCanada

Location Administrator's office

Reminder 15 minutes

Show Time As Busy

Call: (b) (6)

Conference ID: (b) (6)

Attendees

Name <E-mail>

Attendance

(b) (6)
<(b) (6)>

Organizer

Ryan Jackson (b) (6)
<(b) (6)>

Required

Traylor, Patrick <(b) (6)>

Required

Brittany Bolen <(b) (6)>	Required
<(b) (6)>	
William Wehrum <(b) (6)>	Required
<(b) (6)>	
Gunasekara, Mandy <(b) (6)>	Required
Schwab, Justin <(b) (6)>	Required



Time 3:15 PM – 4:00 PM
Subject Pre-brief for WOTUS Announcement
Location Administrator's office (Call: (b) (6) Code: (b) (6))
Reminder 15 minutes
Show Time As Busy
Call: (b) (6)
Code: (b) (6)

Attendees	Name <E-mail>	Attendance
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	(b) (6)	Organizer
	<(b) (6)>	

Bennett, Tate <(b) (6)>	Required
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Drinkard, Andrea <(b) (6)>	Optional
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Konkus, John <(b) (6)>	Optional
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Ross, David P <(b) (6)>	Optional
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Gordon, Stephen <(b) (6)>	Required
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McDonough, Owen <(b) (6)>	Required
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Beach, Christopher <(b) (6)>	Required
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Wildeman, Anna <(b) (6)>	Required
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Kundinger, Kelly <(b) (6)>	Required
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Block, Molly <(b) (6)>	Required
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Molina, Michael <(b) (6)>	Required
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Saturday, December 8, 2018



Time 1:00 PM – 8:00 PM
Subject Personal
Show Time As Busy

Monday, December 10, 2018



Time	8:30 AM – 9:00 AM	
Subject	Daily Briefing	
Location	Administrator's Office	
Recurrence	Occurs every Monday, Wednesday, and Friday effective 12/3/2018 until 12/28/2018 from 8:30 AM to 9:00 AM	
Show Time As	Busy	
Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Ryan Jackson (b) (6) <(b) (6)>	Required
	Molina, Michael <(b) (6)>	Required
	Konkus, John <(b) (6)>	Required
	Beach, Christopher <(b) (6)>	Required
	Bolen, Brittany <(b) (6)>	Required
	Lyons, Troy <(b) (6)>	Required
	Leopold, Matt (OGC) <(b) (6)>	Required



Time	9:00 AM – 9:30 AM	
Subject	Monthly check-in with OITA	
Location	Administrator's office	
Show Time As	Busy	
Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	CHAD MCINTOSH (b) (6) <(b) (6)>	Required
	JANE NISHIDA (b) (6) <(b) (6)>	Required
	Ryan Jackson (b) (6) <(b) (6)>	Required
	CHAD MCINTOSH (b) (6) <(b) (6)>	Required
	JANE NISHIDA (b) (6) <(b) (6)>	Required
	Ryan Jackson (b) (6) <(b) (6)>	Required

Time

9:45 AM – 10:15 AM

Subject

Personal

Location

Administrator's office

Reminder

15 minutes

Show Time As

Busy

Time

10:30 AM – 11:15 AM

Subject

Media Interview with Heidi Vogt of the Wall Street Journal, re: WOTUS

Location

Administrator's office

Reminder

15 minutes

Show Time As

Busy

Attendees

Name <E-mail>

(b) (6)

<(b) (6)>

Konkus, John <(b) (6)>

Abboud, Michael <(b) (6)>

Block, Molly <(b) (6)>

Hewitt, James <(b) (6)>

Beach, Christopher <(b) (6)>

Attendance

Organizer

Required

Required

Required

Required

Required

Time

11:15 AM – 12:30 PM

Subject

Executive Planning

Show Time As

Busy

Time

12:30 PM – 12:50 PM

Subject

Meeting with Bill and Susan

Location

Administrator's office

Reminder

15 minutes

Show Time As

Busy

Attendees

Name <E-mail>

(b) (6)

<(b) (6)>

William Wehrum <(b) (6)>

<(b) (6)>

Bodine, Susan <(b) (6)>

Attendance

Organizer

Required

Required

Time

1:00 PM – 1:15 PM

Subject

Media Interview with Kyle Midura, Gray TV

Location

Green Room

Reminder

15 minutes

Show Time As

Busy

Attendees

Name <E-mail>

Attendance

(b) (6)	Organizer
< (b) (6)	
Konkus, John < (b) (6)	Required
Abboud, Michael < (b) (6)	Required

▲ **Time** 1:30 PM – 2:00 PM
Subject Weekly Check-in Call with Francis Brooke
Location Administrator's Office
Recurrence Occurs every Monday effective 12/3/2018 until 12/31/2018 from 1:30 PM to 2:00 PM
Show Time As Busy
Acting Administrator Wheeler will call Francis at (b) (6)

Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
< (b) (6)	
(b) (6)	Required

▲ **Time** 2:00 PM – 3:00 PM
Subject Senior Staff Meeting
Location Alm Room
Show Time As Busy
NOTE: Due to space constraints, please contact Aaron Dickerson before forwarding or inviting additional meeting attendees

Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
< (b) (6)	
Wildeman, Anna < (b) (6)	Required
Forsgren, Lee < (b) (6)	Required
Baptist, Erik < (b) (6)	Required
Beck, Nancy < (b) (6)	Required
Benevento, Douglas < (b) (6)	Required
Benjamin-Sirmons, Denise < (b) (6)	Required
Bennett, Tate < (b) (6)	Required
Bertrand, Charlotte < (b) (6)	Required
Bloom, David < (b) (6)	Required

Bodine, Susan < (b) (6)	Required
Bolen, Brittany < (b) (6)	Required
Breen, Barry < (b) (6)	Required
Brown, Byron < (b) (6)	Required
Chancellor, Erin < (b) (6)	Required
Cook, Steven < (b) (6)	Required
Darwin, Henry < (b) (6)	Required
Darwin, Veronica < (b) (6)	Required
Dickerson, Aaron < (b) (6)	Required
Dunn, Alexandra < (b) (6)	Required
Elkins, Arthur < (b) (6)	Required
Etzel, Ruth < (b) (6)	Required
Fonseca, Silvina < (b) (6)	Required
Fotouhi, David < (b) (6)	Required
Glenn, Trey < (b) (6)	Required
Grantham, Nancy < (b) (6)	Required
Greaves, Holly < (b) (6)	Required
Gulliford, Jim < (b) (6)	Required
Gunasekara, Mandy < (b) (6)	Required
Hanson, Paige (Catherine) < (b) (6)	Required
Harlow, David < (b) (6)	Required
Hladick, Christopher < (b) (6)	Required
Idsal, Anne < (b) (6)	Required
Jackson, Ryan < (b) (6)	Required
Johnson, Laura-S < (b) (6)	Required

Konkus, John < (b) (6)	Required
Leopold, Matt (OGC) < (b) (6)	Required
Lopez, Peter < (b) (6)	Required
Lyons, Troy < (b) (6)	Required
McIntosh, Chad < (b) (6)	Required
Molina, Michael < (b) (6)	Required
Munoz, Charles < (b) (6)	Required
Nishida, Jane < (b) (6)	Required
Noga, Vaughn < (b) (6)	Required
Orme-Zavaleta, Jennifer < (b) (6)	Required
Richardson, RobinH < (b) (6)	Required
Rodgers, Ryan < (b) (6)	Required
Ross, David P < (b) (6)	Required
Schwab, Justin < (b) (6)	Required
Servidio, Cosmo < (b) (6)	Required
Simons, Vicki < (b) (6)	Required
Slotkin, Ron < (b) (6)	Required
Stanich, Ted < (b) (6)	Required
Stepp, Cathy < (b) (6)	Required
Stoker, Michael B. < (b) (6)	Required
Strauss, Alexis < (b) (6)	Required
Traylor, Patrick < (b) (6)	Required
Vizian, Donna < (b) (6)	Required
Wagner, Kenneth < (b) (6)	Required
Wehrum, Bill < (b) (6)	Required

White, Elizabeth < (b) (6)	Required
Wooden-Aguilar, Helena (b) (6) (b) (6)	Required
Woods, Clint < (b) (6)	Required
Woodward, Cheryl < (b) (6)	Required
Wright, Peter < (b) (6)	Required
Yamada, Richard (Yujiro) < (b) (6)	Required
Thomas, Deb < (b) (6)	Optional
DeBell, Kevin < (b) (6)	Optional
Pirzadeh, Michelle ((b) (6) < (b) (6)	Optional
Payne, James < (b) (6)	Optional
Pritchard, Eileen < (b) (6)	Required
Burton, Tamika < (b) (6)	Required
Thiede, Kurt < (b) (6)	Optional
Dunlap, David < (b) (6)	Required
Walker, Mary < (b) (6)	Optional
Gray, David < (b) (6)	Optional
Firestone, Michael < (b) (6)	Required
Lapierre, Kenneth < (b) (6)	Optional
Cherry, Katrina < (b) (6)	Optional
Brennan, Thomas < (b) (6)	Required
Shields, Edward < (b) (6)	Required
Sheehan, Charles < (b) (6)	Required
Tanner, Lee < (b) (6)	Required
Jordan, Deborah < (b) (6)	Optional

Fitzmorris, Amanda <(b) (6)> Optional

Foos, Brenda <(b) (6)> Required

▲ **Time** 2:30 PM – 2:40 PM
Subject WOTUS Pre-brief Call 1
Location Administrator's office
Reminder 15 minutes
Show Time As Busy

▲ **Time** 2:40 PM – 3:15 PM
Subject Briefing: GAO and IRIS
Location Administrator's office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Dunlap, David <(b) (6)>	Required
	Molina, Michael <(b) (6)>	Required
	Ryan Jackson (b) (6) <(b) (6)>	Required

▲ **Time** 3:15 PM – 3:25 PM
Subject WOTUS Pre-brief Call 2
Location Administrator's office
Reminder 15 minutes
Show Time As Busy


▲ **Time** 4:00 PM – 4:10 PM
Subject WOTUS Pre-brief Call 3
Location Administrator's office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Bennett, Tate <(b) (6)>	Required


▲ **Time** 4:10 PM – 4:30 PM
Subject Briefing: Nairobi
Location Administrator's Office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
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(b) (6)	Organizer
< (b) (6)	
CHAD MCINTOSH (b) (6)	Required
< (b) (6)	
Molina, Michael < (b) (6)	Required
JANE NISHIDA ((b) (6)	Required
< (b) (6)	
Kasman, Mark < (b) (6)	Required
Finman, Hodayah < (b) (6)	Required


Time 4:45 PM – 4:55 PM
Subject WOTUS Pre-brief Call 4
Location Administrator's office
Reminder 15 minutes
Show Time As Busy

Tuesday, December 11, 2018


Time 8:20 AM – 8:30 AM
Subject Radio Interview with Hugh Hewitt
Location Administrator's office
Reminder 15 minutes
Show Time As Busy


Attendees	Name <E-mail>	Attendance
	(b) (6)	Organizer
	< (b) (6)	
	Hewitt, James < (b) (6)	Required
	Konkus, John < (b) (6)	Required
	Beach, Christopher < (b) (6)	Required
	Abboud, Michael < (b) (6)	Required


Time 8:40 AM – 8:50 AM
Subject Radio Interview with Tim Fairly, SiriusXM
Location Administrator's office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6)	Organizer
	< (b) (6)	
	Konkus, John < (b) (6)	Required

Abboud, Michael <(b) (6)> Required

	Time	9:15 AM – 10:00 AM	
	Subject	Scheduling Meeting	
	Location	Administrator's Office	
	Show Time As	Busy	
	Attendees	Name <E-mail>	Attendance
		(b) (6) <(b) (6)>	Organizer
		Ryan Jackson (b) (6) <(b) (6)>	Required
		Molina, Michael <(b) (6)>	Required
		Bennett, Tate <(b) (6)>	Required
		Kundinger, Kelly <(b) (6)>	Required
		Lyons, Troy <(b) (6)>	Required
		Konkus, John <(b) (6)>	Required
		Dickerson, Aaron <(b) (6)>	Required
		Beach, Christopher <(b) (6)>	Required
		(b) (7)(F)	Required
		Humphreys, Hayly <(b) (6)>	Required
		Eby, Natasha <(b) (6)>	Required
		(b) (7)(F)	Required
		(b) (7)(F)	
		Ryan Jackson (b) (6) <(b) (6)>	Required

	Time	10:00 AM – 10:15 AM	
	Subject	Briefing: WOTUS Event	
	Location	Adminsitrator's office	
	Reminder	15 minutes	
	Show Time As	Busy	
	Attendees	Name <E-mail>	Attendance
		(b) (6) <(b) (6)>	Organizer

Gordon, Stephen <(b) (6)>	Required
Bennett, Tate <(b) (6)>	Required
Kundinger, Kelly <(b) (6)>	Required
Beach, Christopher <(b) (6)>	Required
Konkus, John <(b) (6)>	Optional

▲ **Time** 11:00 AM – 1:15 PM
Subject WOTUS Announcement
Location Map Room
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Bennett, Tate <(b) (6)>	Required
	Kundinger, Kelly <(b) (6)>	Required
	Gordon, Stephen <(b) (6)>	Required

▲ **Time** 1:15 PM – 2:30 PM
Subject Lunch with Assistant Secretary RD James
Location (b) (6)
Reminder 15 minutes
Show Time As Busy

▲ **Time** 3:00 PM – 3:30 PM
Subject Meeting with Congressman Jim Matheson and Kirk Johnson, National Rural Electric Cooperative Association
Location Administrator's office
Attachments EPA Meeting Request Form - Acting Administrator Wheeler.docx
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Gunasekara, Mandy <(b) (6)>	Required
	William Wehrum <(b) (6)> <(b) (6)>	Required
	Jackson, Ryan <(b) (6)>	Optional

▲ **Time** 3:45 PM – 4:15 PM
Subject Meeting with Cosmo and Dana Aunkst, Chesapeake Bay Director
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6) <(b) (6)>	Organizer
Servidio, Cosmo <(b) (6)>	Required
Opila, MaryCate <(b) (6)>	Required
Jackson, Ryan <(b) (6)>	Optional

▲ **Time** 4:30 PM – 5:00 PM
Subject Weekly Check-in with Matt Leopold
Location Administrator's Office
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6) <(b) (6)>	Organizer
Leopold, Matt (OGC) <(b) (6)>	Required

▲ **Time** 5:00 PM – 5:10 PM
Subject Brief meeting with Beth White
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6) <(b) (6)>	Organizer
White, Elizabeth <(b) (6)>	Required

▲ **Time** 5:15 PM – 5:45 PM
Subject Environmental Cooperation Agreement with Canada and Mexico
Signing Ceremony
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6) <(b) (6)>	Organizer
CHAD MCINTOSH <(b) (6)> <(b) (6)>	Required

JANE NISHIDA (b) (6) Required
<(b) (6)>
Ferrante, Joe <(b) (6)> Required

▲ **Time** 6:30 PM – 8:30 PM
Subject Emperor of Japan Birthday Celebration
Location Ambassador's Residence (b) (6)
Attachments Emperor's Birthday Paper_Final.docx
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Molina, Michael <(b) (6)>	Required

Wednesday, December 12, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Daily Briefing
Location Administrator's Office
Recurrence Occurs every Monday, Wednesday, and Friday effective 12/3/2018 until 12/28/2018 from 8:30 AM to 9:00 AM
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Ryan Jackson (b) (6)	Required
<(b) (6)>	
Molina, Michael <(b) (6)>	Required
Konkus, John <(b) (6)>	Required
Beach, Christopher <(b) (6)>	Required
Bolen, Brittany <(b) (6)>	Required
Lyons, Troy <(b) (6)>	Required
Leopold, Matt (OGC) <(b) (6)>	Required

▲ **Time** 9:00 AM – 9:30 AM
Subject Briefing: Draft Federal Lead Action Plan
Location Adminsitrator's office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
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(b) (6)	Organizer
< (b) (6)	
Brittany Bolen (b) (6)	Required
< (b) (6)	
Darwin, Veronica < (b) (6)	Required
Gordon, Stephen < (b) (6)	Required
Bennett, Tate < (b) (6)	Required
Hughes, Hayley < (b) (6)	Required
Firestone, Michael < (b) (6)	Required
Foos, Brenda < (b) (6)	Required

▲ **Time** 10:00 AM – 12:00 PM
Subject Christmas Photo Line
Reminder 15 minutes
Show Time As Busy

▲ **Time** 11:30 AM – 2:00 PM
Subject AO Christmas Party (11:30AM- OCIR/12PM-Lunch in Green Room/1PM-Administrator's office)
Reminder 15 minutes
Show Time As Busy

▲ **Time** 2:00 PM – 3:00 PM
Subject Christmas Photo Line
Reminder 15 minutes
Show Time As Busy

▲ **Time** 3:30 PM – 3:45 PM
Subject Taping- Message to our Troops and Veterans from the President and his Cabinet.
Location EPA Studio
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6)	Organizer
	< (b) (6)	
	Konkus, John < (b) (6)	Required

▲ **Time** 4:00 PM – 4:30 PM
Subject Meeting with National Environmental Education Foundation/MOU signing
Location Administrator's office

Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Bennett, Tate <(b) (6)>	Required
	Molina, Michael <(b) (6)>	Required
	Ryan Jackson (b) (6) <(b) (6)>	Required
	Tanner, Lee <(b) (6)>	Required
	Potter, Ginger <(b) (6)>	Required
	Darwin, Veronica <(b) (6)>	Required



Time 4:45 PM – 5:00 PM
Subject Pre-brief for call with Senator Collins
Location Adminsitrator's office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	CHRISTIAN PALICH (b) (6) <(b) (6)>	Required
	Robert Frye (b) (6) <(b) (6)>	Required
	Clint Woods (b) (6) <(b) (6)>	Required
	TROY M. LYONS (b) (6) <(b) (6)>	Required
	Wehrum, Bill <(b) (6)>	Optional

Thursday, December 13, 2018



Time 8:30 AM – 9:30 AM
Subject Weekly Meeting with AA's
Location Alm Room
Show Time As Busy

Attendees	Name <E-mail>	Attendance
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(b) (6) < (b) (6)	Organizer
Ross, David P < (b) (6)	Required
Konkus, John < (b) (6)	Required
Dunlap, David < (b) (6)	Required
Ryan Jackson (b) (6) < (b) (6)	Required
Molina, Michael < (b) (6)	Required
Wehrum, Bill < (b) (6)	Required
Wright, Peter < (b) (6)	Required
McIntosh, Chad < (b) (6)	Required
Bodine, Susan < (b) (6)	Required
Beck, Nancy < (b) (6)	Required
Baptist, Erik < (b) (6)	Required
Leopold, Matt (OGC) < (b) (6)	Required
Greaves, Holly < (b) (6)	Required
Darwin, Henry < (b) (6)	Required
Lyons, Troy < (b) (6)	Required
Bolen, Brittany < (b) (6)	Required
Bennett, Tate < (b) (6)	Required
Yamada, Richard (Yujiro) < (b) (6)	Required
Cook, Steven < (b) (6)	Required
Humphreys, Hayly < (b) (6)	Required
Dunn, Alexandra < (b) (6)	Required



Time 9:30 AM – 10:00 AM
Subject Call with Senator Collins re: Biomas and RFS
Location Administrator's office (Call (b) (6))
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	TROY M. LYONS (b) (6) <(b) (6)>	Required
	CHRISTIAN PALICH (b) (6) <(b) (6)>	Required
	Robert Frye (b) (6) <(b) (6)>	Required
	Clint Woods (b) (6) <(b) (6)>	Required
	Wehrum, Bill <(b) (6)>	Optional
	Schwab, Justin <(b) (6)>	Optional



Time 9:30 AM – 10:30 AM
Subject (fyi) OECA Holiday Pancake Breakfast
Location WJCS-3216
Reminder 15 minutes
Show Time As Busy



Time 10:00 AM – 10:30 AM
Subject Meeting with Association of Equipment Manufacturers
Location Administrator's Office
Attachments EPA Meeting Request Form - Acting Administrator Wheeler.docx
Reminder 15 minutes
Show Time As Busy
 Ct:

Nick Tindall

(b) (6)

(b) (6)

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Bennett, Tate <(b) (6)>	Required
	William Wehrum (b) (6) <(b) (6)>	Required
	Gunasekara, Mandy <(b) (6)>	Optional



Time 11:00 AM – 11:30 AM

Subject Meeting with Chuck Sheehan, Acting Inspector General
Location Administrator's office
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Sheehan, Charles <(b) (6)>	Required
	Mason, Darryl <(b) (6)>	Required
	Ed Shields <(b) (6)>	Optional
	Ryan Jackson (b) (6) <(b) (6)>	Required

▲ **Time** 11:30 AM – 12:00 PM
Subject Call with Jim Guilford
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
The Acting Administrator will call Jim on his cell, (b) (6)

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Gulliford, Jim <(b) (6)>	Required

▲ **Time** 12:00 PM – 1:30 PM
Subject Executive Planning
Show Time As Busy

▲ **Time** 1:30 PM – 2:00 PM
Subject (fyi) OGC Holiday Party
Location Matt's office 4000 and his conference room 4045
Reminder 15 minutes
Show Time As Busy

▲ **Time** 1:30 PM – 2:15 PM
Subject Meeting with Ken Wagner
Location Administrator's office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Wagner, Kenneth <(b) (6)>	Required

▲ **Time** 2:00 PM – 3:30 PM
Subject (fyi) OCFO Winter Open House
Location WJC-N 4406
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	

▲ **Time** 2:15 PM – 2:25 PM
Subject Brief Phone call with Senator Manchin
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
TROY M. LYONS (b) (6)	Required
<(b) (6)>	

▲ **Time** 2:30 PM – 3:00 PM
Subject Meeting with Portland Cement Association
Location Alm Room
Attachments EPA Meeting Request Form - Acting Administrator
Wheeler_PCA_12132018.docx
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Cook, Steven <(b) (6)>	Required
BARRY BREEN (b) (6)	Required
<(b) (6)>	
PETER WRIGHT (b) (6)	Required
<(b) (6)>	
Harlow, David <(b) (6)>	Required
Clint Woods (b) (6)	Required
<(b) (6)>	
Letendre, Daisy <(b) (6)>	Required
Bolen, Brittany <(b) (6)>	Optional

▲ **Time** 3:40 PM – 4:00 PM
Subject Depart for White House
Reminder 15 minutes
Show Time As Busy

▲ **Time** 4:00 PM – 6:00 PM
Subject White House Christmas Reception
Location The White House (b) (6)
Reminder 15 minutes
Show Time As Busy

▲ **Time** 6:00 PM – 6:30 PM
Subject Depart for Dept. of Interior
Reminder 15 minutes
Show Time As Busy

▲ **Time** 6:30 PM – 9:30 PM
Subject Department of Interior Christmas Party
Location Dept. of interior, Immediate office of the Secretary (1849 C Street NW, Washington, DC)
Reminder 15 minutes
Show Time As Busy

Friday, December 14, 2018

▲ **Time** 8:30 AM – 9:00 AM
Subject Daily Briefing
Location Administrator's Office
Recurrence Occurs every Monday, Wednesday, and Friday effective 12/3/2018 until 12/28/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Ryan Jackson (b) (6) <(b) (6)>	Required
	Molina, Michael <(b) (6)>	Required
	Konkus, John <(b) (6)>	Required
	Beach, Christopher <(b) (6)>	Required
	Bolen, Brittany <(b) (6)>	Required
	Lyons, Troy <(b) (6)>	Required
	Leopold, Matt (OGC) <(b) (6)>	Required

▲ **Time** 9:15 AM – 9:45 AM
Subject Interview with Tim Cama, TheHill

Location Administrator's office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6) <(b) (6)>	Organizer
Konkus, John <(b) (6)>	Required
Block, Molly <(b) (6)>	Required
Beach, Christopher <(b) (6)>	Required
Brittany Bolen <(b) (6)> <(b) (6)>	Required

▲ **Time** 10:00 AM – 10:15 AM
Subject Meeting with Lorie Schmidt
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6) <(b) (6)>	Organizer
Schmidt, Lorie <(b) (6)>	Required

▲ **Time** 10:30 AM – 11:00 AM
Subject Pre-brief for Nashville trip
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6) <(b) (6)>	Organizer
Bennett, Tate <(b) (6)>	Required
Molina, Michael <(b) (6)>	Required
Kundinger, Kelly <(b) (6)>	Required
Konkus, John <(b) (6)>	Required
David Ross <(b) (6)> <(b) (6)>	Required
McDonough, Owen <(b) (6)>	Required

Beach, Christopher <(b) (6)> Required

Abboud, Michael <(b) (6)> Optional

▲ **Time** 11:00 AM – 11:30 AM
Subject Check-in with Donna Vizian
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Vizian, Donna <(b) (6)>	Required

▲ **Time** 11:45 AM – 12:00 PM
Subject Depart for Blair House
Reminder 15 minutes
Show Time As Busy

▲ **Time** 12:00 PM – 2:00 PM
Subject Annual Former & Current Cabinet Members Holiday Lunch
Location Blair House (704 Jackson Place)
Reminder 15 minutes
Show Time As Busy
12-12:30PM- Reception
Seated at 12:30PM
12:30PM-1:30- Lunch
Ends between 1:45PM and 2PM

▲ **Time** 2:00 PM – 2:15 PM
Subject Depart for office
Reminder 15 minutes
Show Time As Busy

▲ **Time** 2:45 PM – 3:15 PM
Subject Briefing: MATS
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
William Wehrum <(b) (6)>	Required
<(b) (6)>	
Schwab, Justin <(b) (6)>	Required

Clint Woods <(b) (6)>	Required
<(b) (6)>	
Harlow, David <(b) (6)>	Required
Brittany Bolen <(b) (6)>	Required
<(b) (6)>	
Leopold, Matt (OGC) <(b) (6)>	Required
Jackson, Ryan <(b) (6)>	Optional



Time 3:30 PM – 4:30 PM
Subject Briefing: Hudson River
Location Administrator's Office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6)	Organizer
	<(b) (6)>	
	Lopez, Peter <(b) (6)>	Required
	Leopold, Matt (OGC) <(b) (6)>	Required
	Bodine, Susan <(b) (6)>	Required
	Mugdan, Walter <(b) (6)>	Required
	Prince, John <(b) (6)>	Required
	Lyon, Christopher <(b) (6)>	Required
	Klawinski, Gary J <(b) (6)>	Optional
	Eric Schaaf <(b) (6)>	Optional
	Cozad, David <(b) (6)>	Optional
	Mackey, Cyndy <(b) (6)>	Required
	Starfield, Lawrence <(b) (6)>	Required
	Simon, Paul <(b) (6)>	Optional
	Cook, Steven <(b) (6)>	Required
	Woolford, James <(b) (6)>	Required

PETER WRIGHT ((b) (6) Required
< (b) (6) >
BARRY BREEN ((b) (6) Required
< (b) (6) >

▲ **Time** 5:15 PM – 8:00 PM
Subject Personal
Reminder 15 minutes
Show Time As Busy

Saturday, December 15, 2018

▲ **Time** 5:00 PM – 9:00 PM
Subject Congressional Ball (Gates open at 5PM/Black Tie)
Location White House (b) (6)
Reminder 15 minutes
Show Time As Busy

Monday, December 17, 2018

▲ **Time** All Day
Subject PM: Travel to Nashville, TN
Reminder 18 hours
Show Time As Free

▲ **Time** 8:30 AM – 9:00 AM
Subject Daily Briefing
Location Administrator's Office
Recurrence Occurs every Monday, Wednesday, and Friday effective 12/3/2018 until 12/28/2018 from 8:30 AM to 9:00 AM
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) < (b) (6) >	Organizer
	Ryan Jackson ((b) (6) < (b) (6) >	Required
	Molina, Michael < (b) (6) >	Required
	Konkus, John < (b) (6) >	Required
	Beach, Christopher < (b) (6) >	Required
	Bolen, Brittany < (b) (6) >	Required
	Lyons, Troy < (b) (6) >	Required
	Leopold, Matt (OGC) < (b) (6) >	Required

▲ **Time** 9:00 AM – 9:30 AM

Subject Weekly Check-in with Henry Darwin
Location Administrator's Office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Darwin, Henry <(b) (6)>	Required

▲ **Time** 9:45 AM – 10:15 AM
Subject Monthly Check-in with ORD
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Jennifer Orme-Zavaleta <(b) (6)>	Required
Dunlap, David <(b) (6)>	Required
Jennifer Orme-Zavaleta <(b) (6)>	Required

▲ **Time** 10:30 AM – 11:00 AM
Subject Briefing: SAB Announcements
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Brennan, Thomas <(b) (6)>	Required
Ryan Jackson <(b) (6)>	Required
<(b) (6)>	
Dunlap, David <(b) (6)>	Required

▲ **Time** 11:00 AM – 11:30 AM
Subject Call with Anne Idsal
Location Administrator's office
Reminder 15 minutes

Show Time As

Busy

The Acting Administrator will call Anne at (b) (6)

Attendees**Name <E-mail>****Attendance**

(b) (6)

Organizer

<(b) (6)>

Idsal, Anne <(b) (6)>

Required

**Time** 12:00 PM – 12:10 PM**Subject** Call with Governor-elect DeSantis**Location** Administrator's office**Reminder** 15 minutes**Show Time As**

Busy

Call (b) (6) (Susie)

Attendees**Name <E-mail>****Attendance**

(b) (6)

Organizer

<(b) (6)>

TROY M. LYONS (b) (6)

Required

<(b) (6)>

Molina, Michael <(b) (6)>

Required

David Ross (b) (6)

Required

<(b) (6)>

Leopold, Matt (OGC) <(b) (6)>

Required

**Time** 12:15 PM – 1:15 PM**Subject** Personal**Reminder** 15 minutes**Show Time As**

Busy

**Time** 2:00 PM – 3:00 PM**Subject** Senior Staff Meeting**Location** Alm Room**Show Time As**

Busy

NOTE: Due to space constraints, please contact Aaron Dickerson before forwarding or inviting additional meeting attendees

Attendees**Name <E-mail>****Attendance**

(b) (6)

Organizer

<(b) (6)>

Wildeman, Anna <(b) (6)>

Required

Molina, Michael <(b) (6)>

Required

Baptist, Erik <(b) (6)>

Required

Beck, Nancy < (b) (6)	Required
Benevento, Douglas < (b) (6)	Required
Benjamin-Sirmons, Denise < (b) (6)	Required
Bennett, Tate < (b) (6)	Required
Bertrand, Charlotte < (b) (6)	Required
Bloom, David < (b) (6)	Required
Bodine, Susan < (b) (6)	Required
Bolen, Brittany < (b) (6)	Required
Breen, Barry < (b) (6)	Required
Brown, Byron < (b) (6)	Required
Chancellor, Erin < (b) (6)	Required
Cook, Steven < (b) (6)	Required
Darwin, Henry < (b) (6)	Required
Darwin, Veronica < (b) (6)	Required
Dickerson, Aaron < (b) (6)	Required
Dunn, Alexandra < (b) (6)	Required
Elkins, Arthur < (b) (6)	Required
Etzel, Ruth < (b) (6)	Required
Fonseca, Silvina < (b) (6)	Required
Forsgren, Lee < (b) (6)	Required
Fotouhi, David < (b) (6)	Required
Glenn, Trey < (b) (6)	Required
Grantham, Nancy < (b) (6)	Required
Greaves, Holly < (b) (6)	Required
Gulliford, Jim < (b) (6)	Required

Gunasekara, Mandy < (b) (6) >	Required
Hanson, Paige (Catherine) < (b) (6) >	Required
Harlow, David < (b) (6) >	Required
Hladick, Christopher < (b) (6) >	Required
Idsal, Anne < (b) (6) >	Required
Jackson, Ryan < (b) (6) >	Required
Johnson, Laura-S < (b) (6) >	Required
Konkus, John < (b) (6) >	Required
Leopold, Matt (OGC) < (b) (6) >	Required
Lopez, Peter < (b) (6) >	Required
Lyons, Troy < (b) (6) >	Required
McIntosh, Chad < (b) (6) >	Required
Munoz, Charles < (b) (6) >	Required
Nishida, Jane < (b) (6) >	Required
Noga, Vaughn < (b) (6) >	Required
Orme-Zavaleta, Jennifer < (b) (6) > < (b) (6) >	Required
Richardson, RobinH < (b) (6) >	Required
Rodgers, Ryan < (b) (6) >	Required
Ross, David P < (b) (6) >	Required
Schwab, Justin < (b) (6) >	Required
Servidio, Cosmo < (b) (6) >	Required
Simons, Vicki < (b) (6) >	Required
Slotkin, Ron < (b) (6) >	Required
Stanich, Ted < (b) (6) >	Required
Stepp, Cathy < (b) (6) >	Required

Stoker, Michael B. < (b) (6)	Required
Strauss, Alexis < (b) (6)	Required
Traylor, Patrick < (b) (6)	Required
Vizian, Donna < (b) (6)	Required
Wagner, Kenneth < (b) (6)	Required
Wehrum, Bill < (b) (6)	Required
White, Elizabeth < (b) (6)	Required
Wooden-Aguilar, Helena (b) (6) (b) (6)	Required
Woods, Clint < (b) (6)	Required
Woodward, Cheryl < (b) (6)	Required
Wright, Peter < (b) (6)	Required
Yamada, Richard (Yujiro) < (b) (6)	Required
Thomas, Deb < (b) (6)	Optional
DeBell, Kevin < (b) (6)	Optional
Pirzadeh, Michelle ((b) (6) < (b) (6)	Optional
Payne, James < (b) (6)	Optional
Pritchard, Eileen < (b) (6)	Required
Burton, Tamika < (b) (6)	Required
Thiede, Kurt < (b) (6)	Optional
Dunlap, David < (b) (6)	Required
Walker, Mary < (b) (6)	Optional
Gray, David < (b) (6)	Optional
Firestone, Michael < (b) (6)	Required
Lapierre, Kenneth < (b) (6)	Optional

Cherry, Katrina <(b) (6)>	Optional
Brennan, Thomas <(b) (6)>	Required
Shields, Edward <(b) (6)>	Required
Sheehan, Charles <(b) (6)>	Required
Jordan, Deborah <(b) (6)>	Optional
Tanner, Lee <(b) (6)>	Required
Fitzmorris, Amanda <(b) (6)>	Optional
Foos, Brenda <(b) (6)>	Required
Best-Wong, Benita <(b) (6)>	Optional
Pirzadeh, Michelle <(b) (6)> <(b) (6)>	Optional
Jordan, Deborah <(b) (6)>	Optional

▲ **Time** 3:00 PM – 3:20 PM
Subject Weekly Check-in Call with Francis Brooke
Location Administrator's Office
Reminder 15 minutes
Show Time As Busy
 Acting Administrator Wheeler will call Francis at (b) (6)

Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
(b) (6)	Required

▲ **Time** 3:30 PM – 4:00 PM
Subject Depart for airport
Reminder 15 minutes
Show Time As Busy

▲ **Time** 4:53 PM – 7:07 PM
Subject Travel: Depart (b) (6) for BNA at (b) (6)
Reminder 15 minutes
Show Time As Busy

▲ **Time** 8:15 PM – 9:45 PM
Subject Dinner
Reminder 15 minutes
Show Time As Busy

Tuesday, December 18, 2018

▲ **Time** All Day
Subject Travel: Nashville, TN
Reminder 18 hours
Show Time As Free

▲ **Time** 8:45 AM – 9:30 AM
Subject Depart for Wilson county Exposition Center
Location 945 E. Baddour Parkway, Lebanon, TN, 37087
Reminder 15 minutes
Show Time As Busy

▲ **Time** 9:10 AM – 9:25 AM
Subject Media Interview via phone with Michael Reicher, The Tennessean (Call (b) (6))
Location Car on the way to Expo Center
Reminder 15 minutes
Show Time As Busy

Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Konkus, John <(b) (6)>	Required

▲ **Time** 9:30 AM – 10:30 AM
Subject Agriculture and Business Leader Roundtable Discussion
Location Wlison County Exposition Center (945 E Baddour Pkwy, Lebanon, TN 37087)
Reminder 15 minutes
Show Time As Busy

▲ **Time** 11:00 AM – 12:00 PM
Subject TN Farm Bureau WOTUS Speech (Q&A to follow)
Location Wlison County Exposition Center (945 E Baddour Pkwy, Lebanon, TN 37087)
Reminder 15 minutes
Show Time As Busy

▲ **Time** 12:00 PM – 12:20 PM
Subject Press Conference with USDA Secretary Perdue
Location Wilson County Exposition Center
Reminder 15 minutes
Show Time As Busy

▲ **Time** 12:20 PM – 1:20 PM
Subject Executive Planning
Reminder 15 minutes
Show Time As Busy

▲ **Time** 3:00 PM – 3:30 PM
Subject Depart for airport

Reminder 15 minutes
Show Time As Busy

▲ **Time** 4:00 PM – 4:15 PM
Subject Call with Senator Duckworth (Call (b) (6))
Reminder 15 minutes
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6) <(b) (6)>	Organizer
Molina, Michael <(b) (6)>	Required
TROY M. LYONS <(b) (6)>	Required
CHRISTIAN PALICH <(b) (6)>	Required

▲ **Time** 4:50 PM – 6:32 PM
Subject Travel: Depart BNA for (b) (6) at (b) (6)
Reminder 15 minutes
Show Time As Busy

Wednesday, December 19, 2018

▲ **Time** 8:15 AM – 8:45 AM
Subject Daily Briefing
Location Administrator's Office
Show Time As Busy
Attendees

Name <E-mail>	Attendance
(b) (6) <(b) (6)>	Organizer
Ryan Jackson <(b) (6)>	Required
Molina, Michael <(b) (6)>	Required
Konkus, John <(b) (6)>	Required
Beach, Christopher <(b) (6)>	Required
Bolen, Brittany <(b) (6)>	Required
Lyons, Troy <(b) (6)>	Required
Leopold, Matt (OGC) <(b) (6)>	Required

▲ **Time** 8:45 AM – 9:15 AM
Subject Pre-brief for Federal Lead Action Plan Announcement

Location Administrator's office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Ryan Jackson (b) (6) <(b) (6)>	Required
	Molina, Michael <(b) (6)>	Required
	Konkus, John <(b) (6)>	Required
	Kundinger, Kelly <(b) (6)>	Required
	Brittany Bolen (b) (6) <(b) (6)>	Required
	Darwin, Henry <(b) (6)>	Required
	Hughes, Hayley <(b) (6)>	Required
	David Ross (b) (6) <(b) (6)>	Required
	PETER WRIGHT (b) (6) <(b) (6)>	Required
	Beck, Nancy <(b) (6)>	Required
	Block, Molly <(b) (6)>	Required
	Gordon, Stephen <(b) (6)>	Required
	Beach, Christopher <(b) (6)>	Required



Time 9:30 AM – 10:15 AM
Subject Christmas Photo Line
Location Administrator's office
Reminder 15 minutes
Show Time As Busy




Time 10:20 AM – 10:30 AM
Subject Brief Meeting with Secretary Ben Carson and Deputy Secretary Eric Hargan
Location Administrator's office
Reminder 15 minutes
Show Time As Busy





Time 10:30 AM – 11:30 AM

Subject Federal Lead Action Plan Announcement
Location Green Room
Reminder 15 minutes
Show Time As Busy


Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Konkus, John <(b) (6)>	Required
	Brittany Bolen <(b) (6)> <(b) (6)>	Required
	Darwin, Henry <(b) (6)>	Required
	Hughes, Hayley <(b) (6)>	Required
	David Ross <(b) (6)> <(b) (6)>	Required
	PETER WRIGHT <(b) (6)> <(b) (6)>	Required
	Beck, Nancy <(b) (6)>	Required
	Block, Molly <(b) (6)>	Required
	Gordon, Stephen <(b) (6)>	Required
	Beach, Christopher <(b) (6)>	Required
	Kundinger, Kelly <(b) (6)>	Required
	Jackson, Ryan <(b) (6)>	Optional



Time 11:00 AM – 1:30 PM
Subject (fyi) ORD Holiday Party
Location Ronald Reagan Building, Fourth Floor (Outside of conference room 41107)
Reminder 15 minutes
Show Time As Busy


Time 12:00 PM – 1:30 PM
Subject Executive Planning
Show Time As Busy



Time 1:30 PM – 2:00 PM
Subject Briefing: Decision points on the collective bargaining agreements
Location Alm Room
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Wagner, Kenneth <(b) (6)>	Required
	Corbett, Krysti <(b) (6)>	Required
	Vizian, Donna <(b) (6)>	Required
	Ryan Jackson (b) (6) <(b) (6)>	Required


Time 2:00 PM – 3:00 PM
Subject Christmas Photo Line
Location Administrator's office
Reminder 15 minutes
Show Time As Busy


Time 3:15 PM – 3:45 PM
Subject Bi-Weekly Check-in with OCSP
Location Administrator's Office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer
	Beck, Nancy <(b) (6)>	Required
	Baptist, Erik <(b) (6)>	Required
	Bertrand, Charlotte <(b) (6)>	Required
	Ryan Jackson (b) (6) <(b) (6)>	Required
	Brittany Bolen (b) (6) <(b) (6)>	Optional


Time 3:45 PM – 4:15 PM
Subject Bi-Weekly Check-in with David Ross
Location Administrator's Office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) <(b) (6)>	Organizer

Ross, David P <(b) (6)>

Required

▲ **Time** 4:30 PM – 4:35 PM
Subject Brief call with Sean Doocey
Reminder 15 minutes
Show Time As Busy

▲ **Time** 4:30 PM – 5:00 PM
Subject Briefing: 2019 Foreign Travel
Location Administrator's Office
Reminder 15 minutes
Show Time As Busy

Attendees **Name <E-mail>**

Attendance

(b) (6)
<(b) (6)>

Organizer

McIntosh, Chad <(b) (6)>

Required

Kasman, Mark <(b) (6)>

Required

Nishida, Jane <(b) (6)>

Required

Molina, Michael <(b) (6)>

Required

Ryan Jackson (b) (6)
<(b) (6)>

Required

Kundinger, Kelly <(b) (6)>

Required

Thursday, December 20, 2018

▲ **Time** 8:30 AM – 9:30 AM
Subject Weekly Meeting with AA's
Location Alm Room
Show Time As Busy

Attendees **Name <E-mail>**

Attendance

(b) (6)
<(b) (6)>

Organizer

Konkus, John <(b) (6)>

Required

Lyons, Troy <(b) (6)>

Required

Ryan Jackson (b) (6)
<(b) (6)>

Required

Molina, Michael <(b) (6)>

Required

Wehrum, Bill <(b) (6)>

Required

Ross, David P <(b) (6)>	Required
Wright, Peter <(b) (6)>	Required
McIntosh, Chad <(b) (6)>	Required
Bodine, Susan <(b) (6)>	Required
Beck, Nancy <(b) (6)>	Required
Baptist, Erik <(b) (6)>	Required
Leopold, Matt (OGC) <(b) (6)>	Required
Greaves, Holly <(b) (6)>	Required
Darwin, Henry <(b) (6)>	Required
Bolen, Brittany <(b) (6)>	Required
Bennett, Tate <(b) (6)>	Required
Yamada, Richard (Yujiro) <(b) (6)>	Required
Dunlap, David <(b) (6)>	Required
Cook, Steven <(b) (6)>	Required
Humphreys, Hayly <(b) (6)>	Required
Dunn, Alexandra <(b) (6)>	Required



Time	9:35 AM – 9:45 AM	
Subject	Badge Appointment (b) (6)	
Location	WJC East Building, Room B317	
Reminder	15 minutes	
Show Time As	Busy	
Attendees	Name <E-mail>	Attendance
	(b) (6)	Organizer
	<(b) (6)>	
	Molina, Michael <(b) (6)>	Required
	Ryan Jackson (b) (6)	Required
	<(b) (6)>	



Time 10:00 AM – 11:00 AM
Subject Christmas Photo Line
Reminder 15 minutes

Show Time As Busy

Time

11:55 AM – 12:10 PM

Subject

Depart for White House

Reminder

15 minutes

Show Time As

Busy

Time

12:15 PM – 1:15 PM

Subject

Lunch with Andrew Olmem, National Economic Council Deputy Director for Domestic Policy

Location

White House, Navy Mess (b) (6))

Reminder

15 minutes

Show Time As

Busy

Time

1:15 PM – 1:30 PM

Subject

Depart for office

Reminder

15 minutes

Show Time As

Busy

Time

2:00 PM – 3:00 PM

Subject

Christmas Photo Line

Reminder

15 minutes

Show Time As

Busy

Time

3:15 PM – 3:45 PM

Subject

Weekly Check-in with Matt Leopold

Location

Administrator's Office

Reminder

15 minutes

Show Time As

Busy

Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Leopold, Matt (OGC) <(b) (6)>	Required

Time

3:45 PM – 4:15 PM

Subject

Briefing: General Water Discussion

Location

Administrator's office

Reminder

15 minutes

Show Time As

Busy

Attendees

Name <E-mail>	Attendance
(b) (6)	Organizer
<(b) (6)>	
Ryan Jackson (b) (6)	Required
<(b) (6)>	
Fotouhi, David <(b) (6)>	Required
Leopold, Matt (OGC) <(b) (6)>	Required

Forsgren, Lee <(b) (6)>	Required
Wildeman, Anna <(b) (6)>	Required
McDonough, Owen <(b) (6)>	Optional
Ryan Jackson (<(b) (6)> <(b) (6)>	Required

▲ **Time** 4:30 PM – 4:45 PM

Subject Taping- Short Video on Electronics Challenge Announcement for this Week

Location EPA Studio

Reminder 15 minutes

Show Time As Busy

Attendees

Name <E-mail>	Attendance
(b) (6) <(b) (6)>	Organizer
Grantham, Nancy <(b) (6)>	Required
Ryan, Jini <(b) (6)>	Optional

Friday, December 21, 2018

▲ **Time** 8:30 AM – 9:00 AM

Subject Daily Briefing

Location Administrator's Office

Recurrence Occurs every Monday, Wednesday, and Friday effective 12/3/2018 until 12/28/2018 from 8:30 AM to 9:00 AM

Reminder 15 minutes

Show Time As Busy

Attendees

Name <E-mail>	Attendance
(b) (6) <(b) (6)>	Organizer
Ryan Jackson (<(b) (6)> <(b) (6)>	Required
Molina, Michael <(b) (6)>	Required
Konkus, John <(b) (6)>	Required
Beach, Christopher <(b) (6)>	Required
Bolen, Brittany <(b) (6)>	Required
Lyons, Troy <(b) (6)>	Required
Leopold, Matt (OGC) <(b) (6)>	Required

▲ **Time** 9:45 AM – 10:15 AM
Subject Weekly Check-in with Troy Lyons
Location Administrator's Office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) < (b) (6) >	Organizer
	Lyons, Troy < (b) (6) >	Required

▲ **Time** 10:30 AM – 11:00 AM
Subject Briefing: RFS
Location North 5400
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6) < (b) (6) >	Organizer
	William Wehrum < (b) (6) > < (b) (6) >	Required
	Clint Woods < (b) (6) > < (b) (6) >	Required
	Schwab, Justin < (b) (6) >	Required
	Hengst, Benjamin < (b) (6) >	Required
	Grundler, Christopher < (b) (6) >	Required
	Leopold, Matt (OGC) < (b) (6) >	Optional
	Burkholder, Dallas < (b) (6) >	Optional
	Korotney, David < (b) (6) >	Optional
	Machiele, Paul < (b) (6) >	Optional
	Jackson, Ryan < (b) (6) >	Optional
	William Wehrum < (b) (6) > < (b) (6) >	Required
	Clint Woods < (b) (6) > < (b) (6) >	Required
	Burkholder, Dallas < (b) (6) >	Optional

Korotney, David <(b) (6)>

Optional

▲	Time	11:20 AM – 12:00 PM	
	Subject	Scheduling Meeting	
	Location	Administrator's Office	
	Show Time As	Busy	
	Attendees	Name <E-mail>	Attendance
		(b) (6)	Organizer
		<(b) (6)>	
		Ryan Jackson ((b) (6)	Required
		<(b) (6)>	
		Molina, Michael <(b) (6)>	Required
		Bennett, Tate <(b) (6)>	Required
		Kundinger, Kelly <(b) (6)>	Required
		Lyons, Troy <(b) (6)>	Required
		Konkus, John <(b) (6)>	Required
		Dickerson, Aaron <(b) (6)>	Required
		Beach, Christopher <(b) (6)>	Required
		(b) (7)(F)	Required
		Humphreys, Hayly <(b) (6)>	Required
		Eby, Natasha <(b) (6)>	Required
		(b) (7)(F)	Required
		(b) (7)(F)	Required
		Ryan Jackson ((b) (6)	Required
		<(b) (6)>	

▲ **Time** 12:00 PM – 1:30 PM
Subject Executive Planning
Show Time As Busy

▲ **Time** 1:30 PM – 2:00 PM
Subject Call with Doug Benevento
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
The Acting Administrator will call Doug at (b) (6)

Attendees	Name <E-mail>	Attendance
	(b) (6)	Organizer
	<(b) (6)>	
	Benevento, Douglas <(b) (6)>	Required

▲ **Time** 2:00 PM – 2:30 PM
Subject Weekly Check-in with Susan Bodine
Location Administrator's Office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6)	Organizer
	<(b) (6)>	
	Bodine, Susan <(b) (6)>	Required
	Traylor, Patrick <(b) (6)>	Required

▲ **Time** 2:30 PM – 2:40 PM
Subject Brief meeting with Sarah Dunham re: Climate Science Briefings
Location Administrator's office
Reminder 15 minutes
Show Time As Busy

Attendees	Name <E-mail>	Attendance
	(b) (6)	Organizer
	<(b) (6)>	
	Dunham, Sarah <(b) (6)>	Required

▲ **Time** 3:00 PM – 3:15 PM
Subject Call with Congressman Andy Barr
Location Administrator's office
Reminder 15 minutes
Show Time As Busy
 Call (b) (6) and ask for Congressman Barr.

▲ **Time** 5:00 PM – 7:00 PM
Subject Personal
Reminder 15 minutes
Show Time As Busy

Saturday, December 22, 2018

▲ **Time** 12/22/2018 12:00 AM – 1/1/2019 12:00 AM
Subject AW - Personal
Reminder 18 hours
Show Time As Free

Tuesday, December 25, 2018



Time All Day

Subject Christmas

Reminder 18 hours

Show Time As Free
